



Key Information for Participating in TSC Market Wednesdays

1. Purpose & Schedule

- Market Wednesday is held on Wednesdays of each month from 10:00 a.m. to 2:00 p.m. in the Student Union.
- 2026-27 Dates: **August 26th, September 9th & 23rd, October 14th & 28th, November 18th, December 2nd, January 13th & 27th, February 10th & 24th, March 10th & 24th, April 14th.** *Dates are subject to change.
- It's designed for students and student organizations to sell goods/services or fundraise.

2. Eligibility

- You must be either:
 - A recognized student organization/club in good standing, or
 - An individual student registered and approved by the College.

3. Registration & Fees

- Complete an application and sign the contract for participation online at: <https://commerce.cashnet.com/WFD?itemcode=WFD-STUMRKDA>
- \$15 participation fee per student vendor per event (fee waived for recognized student organizations/clubs).
- Registration fees are non-refundable.



4. Facilities & Equipment

- TSC provides: 1 table and 2 chairs
- You may only use the designated student union area and equipment for Market Wednesday.

5. Prohibited Products & Services

- You cannot sell or promote:
 - Alcohol, tobacco/vaping products, illegal drugs, weapons, fireworks, diet/nutritional supplements, drug paraphernalia, financial services, insurance, utilities, or items violating copyright/patent laws.
 - Products that compete with products provided by Coca-Cola under the college's contract.
 - Anything that creates a danger or is inappropriate for the college community.
- Special approval needed for items competing with college services (e.g., food, textbooks, college-branded merchandise).

6. Insurance & Liability

- TSC may require vendors to provide a Certificate of Insurance. Most items will not require insurance to sell.
- Vendors are responsible for their own property and any damages.
- Vendors must indemnify the college against claims arising from their activities.

9. Other Important Terms

- The college can revoke your license to participate for various reasons (e.g., non-payment, rule violations, emergencies).
- All taxes related to your sales are your responsibility.

10. Contact for Questions

- For questions or clarifications, email Kyndra Light at Kyndra.light@tsc.fl.edu

Guidelines for Selling Food/Beverages

1. Selling Beverages:

- In accordance with the college's agreement with Coca-Cola, no beverages (including bottled water from other brands) may be sold or distributed at Wednesday Market by student booths or businesses unless the vendor is an approved reseller through the Coca-Cola Bottling Company.
- For questions, please reach out to:
Caitlin Mann
On Premise Territory Sales Manager
Central Region – Sun Coast Division
caimann@ccbcu.com
850-408-4762

2. Selling Food Items Without a License Under the Cottage Industry:

- Florida's Cottage Food Law allows individuals to sell certain low-risk, shelf-stable foods made in a home kitchen without a food license, permit, or inspection, if the products are sold directly to consumers within Florida.
- **Foods You May Sell (No License Required)** - These foods do not require refrigeration for safety:
 - ☐ Loaf breads, rolls, biscuits
 - ☐ Cakes, pastries and cookies
 - ☐ Candies and confections
 - ☐ Honey
 - ☐ Jams, jellies and preserves
 - ☐ Fruit pies and dried fruits
 - ☐ Dry herbs, seasonings and mixtures
 - ☐ Homemade pasta
 - ☐ Cereals, trail mixes and granola
 - ☐ Coated or uncoated nuts
 - ☐ Vinegar and flavored vinegars
 - ☐ Popcorn and popcorn balls
- **Foods You May NOT Sell Under Cottage Food** - These items require licensing and are not allowed at Market Days under the Cottage Food Law:
 - ☐ Foods requiring refrigeration (cheesecake, cream or custard pies)
 - ☐ Items with meat, poultry, seafood, or dairy
 - ☐ Cooked foods, soups, sauces, or salsas
 - ☐ Pickled, fermented, or canned low-acid foods
 - ☐ Fresh juices, smoothies, or beverages
 - ☐ Pet foods or treats
 - ☐ Any product containing CBD, THC, or cannabis
- **Florida Department of Agriculture and Consumer Science Resources:**
 - ☐ [Food Safety: A-Z Business Resources](#)
 - ☐ [Cottage Foods](#)

3. Selling Food Under a Vendor License

- Participants who hold a valid license or permit from one of the agencies listed below may sell food products that are not covered under Florida's Cottage Food Law, provided they comply with all applicable state and local regulations associated with their license or permit:
 - ☐ Florida Department of Business and Professional Regulation (DBPR) Temporary Food Service Event License
 - ☐ Florida Department of Agriculture and Consumer Services (FDACS) Retail Food Establishment Permit
 - ☐ Florida Department of Health (DOH) Temporary Food Permit
- Vendors operating under one of these licenses or permits must provide proof of current licensure or permitting as part of their Market Day registration. It is the vendor's responsibility to ensure all food products are prepared, stored, transported, and sold in accordance with the requirements of the issuing agency.
- This exception applies only to vendors who possess and maintain the appropriate license or permit during the event. All other food vendors must comply with the requirements of Florida's Cottage Food Law.

Guidelines for Student Organization/Club Participation

Tallahassee State College's Market Wednesdays are designed to foster entrepreneurship, creativity, and hands-on business experience while providing fundraising opportunities for students. By participating in Market Wednesdays, student clubs and organizations gain valuable entrepreneurial experience while raising funds to support their programs, activities, and service initiatives.

Recognized TSC clubs and organizations are welcome to participate, provided they adhere to the following guidelines:

1. Eligibility to Participate

- Participation is open to officially recognized TSC student clubs and organizations.
- Clubs and organizations must obtain approval from their faculty or staff sponsor prior to registering for the event.
- Participation should align with the club's mission and fundraising goals.
- Clubs/organizations should email WORKFORCE@tsc.fl.edu with the dates they wish to participate.

2. Product Sales Requirement

- Because Market Wednesdays are intended to support entrepreneurship and small business development, participating clubs and organizations must offer a product for sale.
- Examples may include handmade items, customized merchandise, artwork, crafts, or other approved products.
- Market Wednesdays are intended primarily as a fundraising and entrepreneurial opportunity rather than a recruitment or informational event. Organizations may provide information about their club, but the primary focus of the booth should be the sale of products.

3. Fundraising and Financial Procedures

- All funds collected during Market Wednesdays must be handled in accordance with TSC policies and procedures governing student organization fundraising activities.
- Clubs and organizations are responsible for ensuring that all money collection, deposits, and financial reporting comply with College guidelines.
- Organizations should use approved College payment and cash-handling processes as required by TSC.

4. Compliance and Oversight

- Student clubs and organizations participating in TSC Market Wednesdays are subject to all applicable requirements outlined in the Key Information for Participating in TSC Market Wednesdays. Unless otherwise noted, clubs and organizations must comply with the same event policies, procedures, vendor responsibilities, product restrictions, setup and teardown requirements, and safety standards that apply to all Market Wednesday participants.
- Products sold must be appropriate for a college environment and may not violate any local, state, or federal regulations.
- The College reserves the right to deny or revoke participation for any club/organization that fails to comply with these guidelines.