

2018 Lowell Area Farmers' Market Rules and Regulations

Mission Statement:

The Lowell Area Farmers Market is here to serve the Greater Lowell Area by providing locally and regionally grown fresh, high quality produce and products, and to provide an opportunity for local farmers, producers and artisans an economic outlet within the Greater Lowell Area.

Location:

- Veteran's Memorial Parking lot, Main St, Downtown Lowell (across from the Riverwalk Plaza entrance) – Asphalt surface, ½ of the parking lot
- Public restrooms available at the Chamber

Days and Dates of Operation:

- Thursdays.
- June 7 – September 13.
- Bonus Day at Harvest Celebration, Saturday, October 13, 11:00 a.m. to 4:00 p.m. (Seasonal Vendors no charge)

Hours of Operation:

- Market Hours – 12:00 pm – 5:00 pm (inclement weather may force the market to close early)
- **Assigned Vendor Set-up** – 11:00 a.m.
- If you know that you are going to be late you must notify the Market Master ASAP. A space will be reserved for you.
- **VENDORS MUST NOTIFY THE MARKET MASTER IF YOU ARE NOT GOING TO BE PRESENT AT THE MARKET.**
- It is requested that vendors not pack items or remove their booths before 5:00 pm (unless inclement weather). Booths that close early hurt vendors that remain open.

Fees:

- Seasonal rental June 7 – September 13 - 1 stall -- \$130.00 (includes bonus day)
- Daily rate June 7 – September 13 - 1 stall -- \$10.00
- Product Display area size -- approximately 11'X11' / added spaces may be available but requires additional fees

Space Assignments:

- Market Master shall make assignment of stall spaces.
- Stall renter may not move their spaces without the Market Master's approval.
- Seasonal vendors will be assigned to spaces first, then Daily vendors.
- Vacant spaces will be assigned on a first-come first-serve basis.
- In the event that one or more stalls become available and a seasonal vendor would like to move to that available stall, vendors with seniority will have first option. If there are two or more vendors with the same seniority, a drawing would then be held.

Product Display:

- Vendors will be responsible to furnish all tables for product display, signs and any overhead coverings (tents, awnings, umbrellas, etc.).
- It is the policy that all tents must be weighted down, on all four corners, with 25 lbs. of weight on each pole. In the event a vendor erects a tent without weights as required, they will be asked to remove then tent and sell product without a canopy.
- All vendor-specific signs and other related structures (i.e. tents, etc.) shall be removed from the premises between market Thursdays.

- Vendors shall display products only within their assigned area.
- Vendors shall at all times conduct themselves in a pleasant and courteous manner with customers and other vendors.

Signage:

- Vendors **MUST** display a sign with business name and city clearly visible to the public. Sign should be a minimum of 8.5" X 11".
- Truth in Advertising –
 - all items for sale must be visibly priced
 - any edible product sold as “homegrown” must be grown by and at the farm renting the space in the Farmers Market
 - any edible product sold as “organic” must be certified organic

Product:

- Product that vendors may sell include: fruits, vegetables, flowers (fresh or dried) and foods (licensed).
- Baked goods must be from a licensed kitchen or comply with MI Cottage Food Law.
- In accordance with the Michigan Department of Agriculture Regulation Number 556 open-air municipal and farmers markets, the sale of animals will not be allowed at market.
- Also welcomed are Arts and Crafts, Flea Market, Antiques and Estate sale vendors. Space availability to be determined by the Market Master, and the Market Master retains the right to limit the number of vendors.

Vendor Performance:

- Taxes are the sole responsibility of the vendor.
- The Lowell Farmers Market does not intend to set vendor prices. However, vendors will keep in mind that this is a retail market, not a wholesale market. Please establish a fair retail price. Vendors will not practice distress pricing.
- All Vendors are required to meet all applicable rules and regulations of the County of Kent, State of Michigan and Federal laws (Michigan Department of Agriculture Food Division).
- Vendors must keep their area clean at all times.
- Any and all vendor-generated waste, rubbish or trash must leave the market with the vendor.
- All disputes shall be settled by the Market Master.
- Any seller -- daily or seasonal -- in violation of these rules is subject to suspension as determined by the Market Master. Violators shall forfeit rental of stall.
- The directions of the Market Master must be complied with in all matters pertaining to the operation of the market. Complaints or appeals concerning the actions of the Market Master may be made in writing to the: LACC, PO Box 224, Lowell, MI 49331
- If unable to attend market notify Market Master ASAP at (616) 916-9193
- There is **No Smoking** by vendor or staff in booth.

Lowell Area Farmers Market Committee
Lowell Area Chamber of Commerce
PO Box 224
Lowell, MI 49331