



Downtown Bay City Farmers' Market Rules & Regulations-Spring/Summer 2010

Connecting People to their food!

All vendors must submit a completed application and be approved prior to being permitted to sell at the Downtown Bay City Farmers' Market. Also identified as DBCFM within this document.

The Downtown Bay City Farmer's Market hours of operation:

May 27, 2010 – July 1, 2010..... Thursdays 10:00-3:30
July 6, 2010 - October 28, 2010....Tues & Thurs 10:00-3:30

In fairness to all vendors, there will be **NO early sales** permitted before the official opening of each market day. Vendors may sell or distribute produce only during regular market days.

Spaces not occupied **30 minutes prior to market opening** may be rented out to a daily vendor, unless notification and arrangements are made in advance to hold the space for late arrival. Only the Market Master can assign space. Seasonal vendors are to notify the Market Master of days they will not be attending the market.

Rental Fees: Spring & Summer Market - 41 market days (Saturday @ no charge)

Size	Daily Rent	Weekly Rent	Seasonal Rent
12X20 Limit of 3 spaces	\$25.00	\$45.00	\$400.00

In addition to the daily rental fee, a one-time fee of \$20 will be assessed annually. This fee is included in seasonal contract rents. This one-time fee will provide the vendor associate membership in the Downtown Bay City Farmers' Market Association for 2010.

Each person selling must comply with all city, state, and county licensing, labeling, and sanitary regulations. Vendors are also required to comply with all Michigan Department of Agriculture Rules and Regulations. Contact them with questions at 517-373-1060 (food) and 517-373-1087 (plants). Vendor is responsible for all applicable taxes.

The Downtown Bay City Farmers' Market is intended to offer local quality fruit, vegetables, flowers, plants, syrup, honey and other value-added products made from Michigan produce. Produce that cannot be grown in Michigan is prohibited. Examples are citrus, mangos, bananas, and pineapple. Reselling of retail purchased goods is prohibited.

Selling over-ripe, spoiled, or unusable produce is not permitted. No commercially produced items or garage sale or flea market type items will be allowed at the Downtown Bay City Farmers' Market.

DBCFCM will be a growers market. Each vendor/grower must produce at least 80 percent of their products for sale. The remaining 20 percent can be Michigan produce not grown by the grower/vendor, commercial items that compliment the grower's products, or other items produced in Michigan. All other items submitted to be part of the DBCFCM must be juried by a committee, which includes the Market Master. Vendors, with a seasonal spring/summer contract rental agreement, may sell Michigan grown produce purchased from off-farm sources.

The Downtown Bay City Farmers Market will accept EBT cards/food stamps, Project FRESH coupons and debit/credit cards. Participation is required. Procedures and rules regarding acceptance and reimbursement for EBT cards, Project FRESH coupons, and debit/credit cards will be provided to you separately from these market rules.

All farmers and vendors must clean up the debris around their tables at the end of each market day. Disposal of all garbage and trash will be each farmer and vendor's responsibility to remove from the market. Failure to comply will result in being billed a **minimum \$50** clean-up fee.

Each vendor is required to display a sign that clearly identifies their operation. Additionally, we encourage labeling that clearly shows what the products are and the price. This provides an important opportunity for each vendor to communicate with your customer and to share important information about your local products. Vendors selling by volume are required to use standard size containers such as pint, quart, ½ peck, peck, ½ bushel and bushel.

The Market Master, under the authority of the Downtown Bay City Farmers' Market Board, shall have the full charge of enforcing all DBCFCM Rules and Regulations. It will be the Market Master's responsibility to make decisions if special circumstances should arise.

The Market Master reserves the right to approve/deny any vendors on an individual basis. Reasons may include misrepresentation of products, non-payment of fees, poor quality of produce, disorderly conduct, or market rules violation.

Overt sales tactics and "hawking" are not allowed in the market. Offenders may be asked to leave the premises. No vendor shall be able to "dump" large quantities of any given product. The vendor will be asked to leave the market.

Vendors will conduct themselves in a courteous fashion. No foul, profane language will be tolerated. We expect each vendor will be respectful and helpful to all customers. We ask that vendors present a clean and neat appearance.

All market vendors and market customers are prohibited from bringing unleashed pet's (i.e.) dogs, cats, etc., into the produce sales area due to health and sanitation standards, as prescribed by the Michigan Department of Agriculture with regard to public food markets.

If a problem arises with the policies of the market or with another vendor, a meeting will be arranged with the Market Master and affected vendor(s) to resolve the issue. If this step does not resolve the issue; the matter will be brought before the market board, whose decision is final. Anyone not complying with these rules and regulations will be notified. Three notifications of non-compliance will result in suspension of market privileges. The final notice will be delivered by certified mail.

The Downtown Bay City Farmers' Market is not liable for theft or damage of any vendor merchandise before, during, or after market hours.

Insurance is required for all vendors selling produce, food, drink, and other products consumed or applied to the skin or hair. Vendors will need to show proof of liability insurance (premises and product) in the amount of \$1,000,000. ***Anyone not having proof of liability insurance must complete and sign a hold harmless agreement between the vendor and the market.***

The Downtown Bay City Farmers' Market, Downtown Management Board, Downtown Develop Authority, City of Bay City, Bay County, MSU Extension-Bay County, and the Market Master and any of their representatives assumes no liability for damage or injuries incurred by vendors or shoppers arising out of the conduct or participation of the market vendors, their employees, or representatives.

Revised
04/15/2010
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