

Vicksburg Farmers' Market Rules 2017

Mission: To provide a community market experience that promotes locally grown food and highlights artisan products.

1. Market Overview

- a. Market hours will be every Friday from 2:00 - 6:00 pm at the village Pavilion.
- b. The Market will operate from May 19th - October 6th, 2017.
- c. Vendors must be set-up and in their assigned stall by 1:45 pm for sales to begin at 2:00 pm. Vendors must notify the Operations Market Manager, Carol Meyer-Niedzwiecki **269 – 568 - 0580** within 24 hours of market day in the event they will be absent/late. If a vendor shows up late without notifying the Market Manager, the vendor's stall may be reassigned.
- d. Vendors must stay for duration of market and plan to have enough products to sell through end of market day, unless permission is obtained from a Market Manager.
- e. All vendors requiring specific licensing shall display licenses prominently.

2. Space Rental & Location

- a. All vendor placement will be assigned by the Market Manager.
- b. Vendors are required to provide tables & a sign with their business name visible.

3. Vendor Categories

- a. Farmer/Grower: 75% or more of produce sold is grown by the vendor.
- b. Retailer/Grower: 75% or less of produce sold is grown by someone the vendor is selling for.
- c. Baked Goods: Vendor makes/bakes entire product from scratch in accordance with Licensed Kitchen, MI Cottage Food Law.
- d. Producer: Vendor uses raw materials to derive and sell their consumer good/product.
- e. Food Truck: Vendor sells ready to eat, on-site prepared food.

NO PRODUCTS sold are to be store bought or commercially made products and resold.

4. Products

- a. Arts/home-made items are allowed only if they have a relationship to health and nutrition. Sales of plants, gardening products, bee products and personal hygiene products are OK.
- b. Non-food items allowed at discretion of Market Managers who maintain the right to accept/reject products in advance of market day based on diversity of desired goods.
- c. Products sold at the market should be Michigan grown/made. Products must maintain a high level of quality = fresh, ripe, packaged and "appropriately" labeled in compliance with Cottage Food Law, Health Dept regulations and USDA requirements.
- d. All products must conform to legal and licensing requirements of the:
 - Michigan Department of Agriculture
 - Michigan Cottage Food Law
 - Guidelines for Providing Safe Food Sampling at Farmers' Markets
- e. Products should be displayed neatly for appeal to customers and market environment.
- f. All prices should be posted and clearly visible.
- g. Vendors not selling their own products must post the grower/producer (point of origin).

5. The term organic may only be used, in written or verbal marketing, by growers who are Certified Organic in accordance with the USDA National Organic Program.
6. **Parking**
Vendor vehicles may be parked around pavilion perimeter or in other advised (by Market Managers) areas, including vendors with inside pavilion stalls.
7. **Emergency Procedures**
 - a. All vendors using a heat source must have a fire extinguisher accessible at all times.
 - b. A first aid kit + Emergency Procedures for the Farmers' Market will be maintained on-site.
 - c. In case of severe weather (ie, impending storm, tornado watch/warning), vendors will be notified.
8. **Food Assistance Programs honored include:**
 - a. SNAP and Double Up Food Bucks
 - b. WIC Project FRESH
 - c. Senior Project FRESH
 - d. Generous Hands
 - e. Coupons will be exchanged for their full value in cash/check upon agreement with Market Manager or the week following the market when submitted. A vendor can elect to accumulate coupons/tokens and submit for reimbursement later (though the preference is to submit them in a timely manner).
 - f. Vendors are responsible for knowing all the food programs honored at the VFM.