

# 2009 Lowell Area Farmer's 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:**

- Lowell Fairgrounds – Bowes Road and Hudson Street, grassy green area just south of Bowes Road.

## **Days and Dates of Operation:**

- Thursdays.
- May 14 – October 8, 2009.
- Exception – Farmer's Market will not be held during Fair Week (August 13, 2009).

## **Hours of Operation:**

- Market Hours - 3:00 p.m. – 7:00 p.m. (inclement weather may forces the market to close early).
- Vendor Set-up – 1:30 p.m. – 2:30 p.m.
- Seasonal vendors must occupy their space by 2:30 p.m... Vacant spaces can be assigned by the Market Master. If you know that you are going to be late notify the Market Master ASAP. A space will be reserved for you.
- It is requested that vendors not pack items or remove their booths before 7:00 p.m. Booths that close early hurt vendors that remain open.

## **Fees:**

- Seasonal rental May 14 – October 8 (Seasonal vendors must be in place by 2:30 PM to keep their stall)
- 1 stall - \$150.00.
- Daily rate May 14 – October 8.
- 1 stall \$10.00.
- Space size will be approximately 12 'wide and 15 – 20 feet deep. Multiple spaces are available but require a second stall fee.

## **Space Assignments:**

- Market Master shall make assignment of stall spaces.
- Stall renter may not move or sublet their spaces with the Market Masters 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. If a corner stall becomes available, the Market Master will take into consideration the advice of the committee as best how to fill that corner stall.

### Product Display:

- Vendors will be responsible to furnish overhead coverings. (tents, awnings, umbrellas, etc.)
- Vendors must display a sign with name and city clearly visible to the public. Sign size should be a minimum size of 8.5 X 11
- Each vendor stall must be under the “on site” supervision of a responsible person 16 years of age or older.
- All vendor specific signs and other related structures such as tents shall be removed from the premises between market Thursdays. All signs and structures must be weighted down for weather.
- 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.

### Product:

- Product that vendors may sell include: fruits, vegetables, flowers (fresh or dried) and foods (licensed).
- Baked goods must be from a licensed kitchen.
- 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.
- Vendor pets are not allowed at market as is no animals in the market.
- Arts and Crafts will be based on availability as determined by the Market Master and the Market Master retains the right to limit the number of artists at each market.
- Taxes are the sole responsibility of the vendor.

### Vendor Performance:

- 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.
- Vendors are required to carry liability insurance. Current liability insurance coverage required is \$500,000. All Seasonal vendors must provide proof of liability insurance with their registration. Daily vendors must present proof insurance before they can operate a selling stall. (Proof of Liability can be obtain through your insurance agent)
- 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. Do not use any Kent County Fair dumpsters and/or City of Lowell trash receptacles.
- 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:

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