



Plymouth Community Chamber of Commerce
2019 FARMERS MARKET
RULES & GUIDELINES FOR ALL VENDORS

HOURS OF OPERATION: Saturday only - 8:00 am – 1:00 pm (New time to accommodate the City requirements of not setting-up prior to 6:00 am)

The 2019 Market will begin Saturday, May 4 and run through October 26.
There will be no Farmers Market on July 13 or September 7.

ACCEPTED ITEMS

The following items may be sold at the Farmer's Market with approval from the Plymouth Community Chamber of commerce and Market Manager:

- Farm Produce (fruits, vegetables, herbs)
- Greenhouse Products (plants and flowers)
- Prepared Food Items (must have original license displayed onsite and a copy on file at the Chamber office)
- Cottage Food Items that fall within the Michigan Cottage Industry Laws (go to www.michigan.gov/mda for approved list and regulations).
- Original artwork, clothing and handcrafted items (photos of all items must be included with application). This Market does not permit resale or sale of pre-manufactured goods.
- The Chamber office, prior to sale at the market, must approve exemptions to the products listed above.

All produce and plants/flowers **MUST BE MICHIGAN GROWN** when the Michigan season begins. Prior to the Michigan growing season, produce and plants/flowers purchased from a wholesaler may be sold as long as the products are U.S. grown. However, once the Michigan season begins, vendors cannot sell any products they do not grow if that product is grown and sold by another vendor. The Market Manager shall have discretion in identifying and resolving compliance issues.

All vendors who do not sell products from their own garden or farm, must display a sign that is at least 2 ft. X 3 ft. stating that they buy and re-sell their produce and/or plants/flowers.

VENDOR REQUIREMENTS:

- All items must be approved by the Plymouth Community Chamber of Commerce and the Market Manager.
- A current application must be submitted, approved and kept on file at the Chamber office prior to selling at the market. Vendors are responsible for their own sales taxes, licenses, fees and permits for operation and will abide by all local, state and federal laws. Food vendors must also include a copy of the appropriate licenses.

- Any vendor, who sells products that are governed by the Wayne County Health Department, and the Michigan Department of Agriculture, must comply with all rules and regulations as defined by these two health agencies. These requirements must be met before an application can be approved. Please visit www.michigan.gov/mda for information on requirements.
- All artwork, craft and garden items must be hand-made or decorated by the vendor/artisan and a photo of all items must also be included with the application. “Decorated” is defined by the Chamber of Commerce and Market Manager as having a permanent alteration to the item that cannot be removed. Only those items included in your application may be sold at the market.
- Vendors may not sublease your assigned stall.

MARKET RULES AND REGULATIONS:

- Vendors may begin setting-up for market at 6:00 am. **Setting-up prior to 6:00 am is not permitted, out of respect for the residents directly adjacent to the Gathering.**
- Vendors are required to stay during the entire market hours unless they are completely sold out, at which time they may leave with the permission of the Market Manager. Vendors who continually leave the market early will be required to relinquish their space.
- **ABSOLUTELY NO SALES WILL BE MADE AFTER MARKET CLOSING TIME.** All sales must be completed by 1:00 pm. Vendors will be allowed one-half hour to load, clean up and leave the market. Each vendor must remove all waste and refuse from his/her area and place it in the dumpster that is provided behind The Gathering before leaving the market. You are responsible for clean up of your area.
- Electrical use by permission only. Please contact the Chamber office if you need electricity.
- No beverages may be sold for consumption on site other than the coffee sold by the Market Manager on behalf of the Chamber.
- The Market is held on City property. The City DOES NOT allow the sale of wine or other alcohol on City property during the market.
- Vendors must supply their own tables, chairs, canopies and other equipment. Vendors are limited to their own space and may not use any portion of the walkway for display purposes, as they must be kept clear for the free passage of pedestrians. Animals, bicycles, inline skates, skateboards, etc. are not permitted on market walkways and any area adjacent to the market. Solicitations are also prohibited in the market area. Vendors are required to help police solicitors, bicycles and pets.
- The Plymouth Community Chamber of Commerce reserves the right to reject a vendor application. At the market, the Market Master retains the right to have vendors remove goods and merchandise that do not comply with the overall concept of the Market.

PROCEDURE FOR BOOTHS

- SEASONAL VENDORS
 - GATHERING VENDORS (8 ft. X 8 ft. per space)
 - **One half of the total rate of fee must be paid by April 8 and the balance must be paid by June 21, 2019 – NO EXCEPTIONS.**

- STREET VENDORS – Penniman in front of Gathering (12 ft. by 12 ft. space)
 - **The full seasonal rate (\$330) by April 8, 2019. NO EXCEPTIONS.**
 - Seasonal street vendors will be assigned an area outside on the street in front of the Gathering that will be their area for the entire season.
 - Seasonal Street Vendors must arrive no later than **7:00 a.m.**, or their space will go to a Weekly Vendor. Please inform the Market Manager, if you know that you will be arriving late.
- WEEKLY STREET VENDORS
 - Seasonal Vendors will have priority over Weekly Vendors.
 - The weekly rate of **\$35** must be paid to the Market Manager each week the vendor sets up. Space for weekly street vendors is on a first-come/first-serve basis and the Market Manager will have the right to turn any vendor away if space becomes limited. Weekly Vendors must inform the Market Manager of the days in which they will be setting up.

DISPLAYING OF GOODS

Displays must be neat and orderly at all times. Display tables must be freshly painted or covered with a clean cloth and in good repair. The vendor name sign must be clean, legible and appropriately displayed. Displays must be designed as to not block the view of nearby stalls for customers walking along the market. For instance, tall displays must be set up to the rear and no hanging in the front. Baked goods and other food products must be on tables.

PARKING

No parking is permitted on market property except by those duly authorized to occupy designated parking spaces. All other vendor parking is in the lot behind The Gathering.

ENFORCEMENT OF RULES:

Occupants of stalls/booths at this market must at all times conform to the market rules. The **Market Manager has full authority** to interpret and enforce all rules and any occupants failing to comply with the rules will be denied the opportunity to sell at this market at the discretion of the Market Manager. The Market is a Plymouth Community Chamber of Commerce event, therefore the Chamber, the Chamber President, and its employees shall have authority to handle any issues that may arise with the Market and its vendors. The Chamber and its employees will involve the Wayne County Health Department, the Michigan Department of Agriculture, and public safety officials when necessary for the safety of the Market vendors and visitors. The market rules supplement the City code provisions. Vendors who have stalls will not take vacant stalls without the permission of the Market Manager and seniority will prevail. **IF YOU FEEL THAT YOU CANNOT CONFORM TO THESE RULES, PLEASE DO NOT APPLY FOR A STALL.** A copy of the market rules are available from the Market Manager and at the Chamber office for your reference. All vendors must comply with these rules.

DEADLINE FOR RETURNING VENDOR APPLICATIONS IS MARCH 11, 2019.

Questions?

Contact the Plymouth Chamber at admin@plymouthmich.org or 734-453-1540
 Plymouth Community Chamber of Commerce
 850 W. Ann Arbor Trail
 Plymouth, MI 48170

THE PLYMOUTH COMMUNITY CHAMBER OF COMMERCE RESERVES THE RIGHT TO VOID CONTRACTS AT ANY TIME FOR ANY REASON.