



Plymouth Community Chamber of Commerce  
**2021 FARMERS MARKET**  
**RULES & GUIDELINES FOR ALL VENDORS**

**HOURS OF OPERATION: Saturday only - 8:00 am–12:30 pm (New time is to accommodate the City requirements of not setting-up prior to 6:00 am)**

**The 2021 Market will begin Saturday, May 8 and run through October 23.**  
**There will be no Farmers Market on July 10 or September 11.**

**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](http://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.

(Over)

- 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](http://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 12:30 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 (\$430) must be paid by April 12 and the balance must be paid by June 21, 2021 – NO EXCEPTIONS.**

- STREET VENDORS – Penniman in front of Gathering (12 ft. by 12 ft. space)
  - **The full seasonal rate (\$330) by April 12, 2021.**
  - 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.

### **COVID-19 SAFETY STEPS FOR VENDORS AT THE 2021 FARMERS MARKET:**

The Governor's Executive Order states: "For the purposes of this order, "food-selling establishments" means grocery stores, convenience stores, restaurants that sell groceries or food available for takeout, and any other business that sells food."

- Vendors cannot come to the market if they are displaying signs of COVID-19. Anyone showing symptoms at the market will be asked to leave.

(Over)

- Checkout employees are required to wear some form of covering over their nose and mouth, unless unable to for health reasons. Those vendors must maintain 6 feet of distance from customers.
- Continuously clean and disinfect frequent touchpoints, such as point-of-sale terminals.
- Develop and implement a daily screening program for all staff upon or just before reporting to work sites. (This can be accomplished by having you and your employees (helpers) take your temperatures before coming the market in the morning, and not having anyone work at the market which displays any symptoms, like a cough).

Additional Guideline our Market is Instituting:

- Vendors are welcome to use plexiglass attached to the front of their display table, to provide a safe barrier between vendor products and customers.
- If you do not use plexiglass, we recommend that you have an empty table between where your customers pay and have the option to request which products they wish to purchase. You can then place them on the empty table for safe access.
- We encourage vendors to provide hand sanitizer at their booths with 60% alcohol.
- Use clean, sanitized tables in the market.
- We recommend that all workers in vendor stations wear face masks or maintain 6 feet of distance from customers.
- We recommend pricing your products so that the exchange of coins is discouraged.
- As always, it is the responsibility of the vendor to be aware and abide by the rules for farmer's market products established by the State of Michigan.
- There will be hand washing stations available in the public restrooms.
- There will be two to three hand sanitizing stations throughout the market for customers and vendors.
- There will be signs posted at the entrances and throughout the market that will promote social distancing.

Market Guidelines will be updated as Michigan changes requirements for the selling of food and products during the COVID-19 pandemic.

**DEADLINE FOR RETURNING VENDOR APPLICATIONS IS MARCH 15, 2021.**

Questions?

Contact the Plymouth Chamber at [admin@plymouthmich.org](mailto: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.**