

Wayland Farmers Market - Rules and Application

Wayland Farmers Market
Wayland Main Street DDA
Market Manager Contact information:
Angelina Latondress
103 S. Main Street, Wayland, MI 49348
269-908-8985
farmersmarket@downtownwayland.com

1. Introduction

The Wayland Farmers Market (the Market) is operated by the Wayland Main Street Downtown Development Authority (MSDDA) and volunteers. The purpose of the Market is to promote and stimulate economic development and create traffic in the Downtown area, to provide a community gathering place, to provide opportunity for consumers to purchase quality farm-grown goods and to create a sales venue for area farmers and artisans.

2. Time and Place

The Market takes place on Wed(2pm - 7pm) and Saturdays (9am-1pm). The Market takes place on the north-west corner of Wayland City Park (206 W. Maple, Wayland, MI 49348).

3. Application Process

New Vendors: If you are a new vendor to Wayland Farmers Market, you must submit a new vendor application by April 1st to be approved. Once approved, you must submit the \$75 registration fee by the first Saturday in April. Applications are considered approved once the vendor receives a written statement of acceptance by the Market Manager and the \$75 registration fee has been collected.

Returning Vendors: All vendors must submit a returning application along with the \$75 registration fee by April 1st. Applications are considered approved once the vendor receives a written statement of acceptance by the Market Manager and the \$75 registration fee has been collected.

4. Who Can Participate and What Can Be Sold

Vendor space is open to any Michigan grower, specialty food processor, non-food agricultural product producer, and artisan. Approval of vendor applications must be given prior to the day of sale at the Market. An effort will also be made to assure variety in the products being sold. All products sold must be Michigan grown, produced, processed, and/or crafted. Farm Products must be grown or raised by the vendor upon land that they control through ownership, lease, rental, or other legal agreement. These products include, but are not limited to, fresh fruits and vegetables, nuts, honey, eggs, herbs, meat, and dairy products. Fish Products must be caught in Michigan waters. Artisan work is subject to jury review by the Market Manager.

- **Raw Agricultural Products:** Including fruits, vegetables, grains, flowers, bedding plants and potted plants. To be considered grown or produced by the vendor, bedding and potted plants must be grown from seed, plug, cutting, bulbs or bare root. Transplanted plants must be grown to the point where roots fill the pot (roots hold the soil when the pot is removed).
- **Value-added Agricultural Products:** These products include raw agricultural products that have been processed, or any product, the sale of which a government agency regulates. Examples are milk, cheese, oils, vinegars, meats, eggs, honey, preserves, jams, soaps and herbal preparations. Vendors must abide by all applicable federal, state and local health regulations. In addition, they must adhere to federal guidelines on all labels.
- **Bread Products:** Bread products must be baked from dough made by the vendor to be considered grown or produced by the vendor.
- **Craft Products:** shall only include artisan-type, hand-made and home-made craft products. Absolutely no flea market-type products are allowed. To ensure the market

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maintains the character of a Farmers Market, a limited number of spaces for vendors with a majority of items under this category will be available.

5. Market Day

Vendors may set up early but should cease sales by 30 minutes after the market ends. Vendors must vacate their space by one- and one-half hours after the market ends. The Vendor space must be left clean and free of debris. Vendors are expected to remain open during the entire length of the Market day unless all their products have been sold.

6. Signage and Labeling

Vendors are required to display the pricing of all products. Vendors may not sell any products or substances prohibited by federal, state, or local law, ordinance, or other regulation, or products containing any such prohibited substances. All licences, seals, permits, sales tax information, and other legal requirements for the sale of any items shall be the responsibility of the vendor. Licensed vendors must maintain a current copy of licence on file with the Market application.

7. Vendor Space Assignments

A Vendor space is defined as a 10 x 10 foot space, and displays may not exceed those dimensions without express written permission from the Market Manager. A space does not include any additional amenities, and vendors must supply their own tables, chairs, and display items. Seasonal vendors who apply before the April 1st deadline will have a guaranteed space reserved each week; however, the location of that space may vary week to week to better accommodate the dynamics of the Market as assessed by the Market Manager. Spaces will be relinquished for the day if the assigned vendor is not present 30 minutes prior to the start of the Market (i.e. 2:30 pm). Contact the Market Manager if more than one booth space is needed.

Double booths can be requested in the application process. The double booth vendor will need to have included the fee for double booths to be considered for one.

8. Compliance with Rules

Compliance with these rules is essential to successfully run the Farmers Market. Honesty from all vendors is expected and required. Vendors who violate any rule are subject to expulsion from the Market. Any vendor found to be or suspected to be in violation of these Rules will be sent a warning letter. In the case of a violation of Rules 3 or 4, the vendor will be given 7 days to provide proof of compliance to the satisfaction of the WaylandTM Main Street Market Manager.

9. Parking

Close parking is crucial to serve customers of the Farmers Market. Vendors are discouraged from bringing additional vehicles. After unloading, vendors are encouraged to park as far away as possible to allow close parking for customers. Parking is also allowed behind your booth if possible. Running vehicles exhaust should be pointed away from the market and people and facing towards the street.

10. Miscellaneous

- a. Pets: Vendors are not permitted to bring pets to the Market. Visiting dogs must not be in food areas.
- b. Fowl Feed: No duck feed or other food for fowl is allowed.
- c. Semi-trucks: No semi-trucks are allowed.
- d. Peaceful Environment: Loud radios, arguments or profane language will not be tolerated.
- e. Food Establishment License: Vendors who sell processed foods must contact the Michigan Department of Agriculture and obtain a Food Establishment License and display at each market. The MDA can be reached at 800-292-3939 or [mda- info@michigan.gov](mailto:mda-info@michigan.gov).

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ATTENDANCE PROCEDURE: Vendors must notify the Market Master of cancellations at least 72 hours prior to the start of the Market, unless prior communicated. A vendor will be considered a “no-show” unless the Market Master is notified. Calling, texting, or emailing the Market Master are suitable methods of communication. In case of cancellation, booth fees are non-refundable and non-transferable. Exceptions may be made for emergency situations and at the discretion of the Market Master. Repeat violations may result in loss of seasonal vendor space and expulsion from the Market.

Cottage Food Information

Label Example: (provided as a guideline):

MADE IN A HOME KITCHEN NOT INSPECTED BY THE MICHIGAN DEPARTMENT OF AGRICULTURE

Chocolate Chip Cookie Pinkster

123 Foodstuff Lane Casserole

City, MI 82682

Ingredients: Enriched flour (Wheat flour, niacin, reduced iron, thiamine, mononitrate, riboflavin and folic acid), butter (milk, salt), chocolate chips (sugar, chocolate liquor, cocoa butter, butterfat (milk), Soy

lecithin as an emulsifier), walnuts, sugar, eggs, salt, artificial vanilla extract, baking soda Contains: wheat, eggs, milk, soy,

walnuts. Net Wt. 3oz

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What Food Products Meet the Requirements for Cottage Foods?

Select non-potentially hazardous foods (time and/or temperature controls not required to assure food safety - meaning foods can safely be kept at room temperature and do not require refrigeration) meet the requirements for cottage foods and can be prepared in a home kitchen and sold directly to consumers without a license.

Many of these items are identified by MDARD. Examples include:

- Breads
- Similar baked goods

- Vinegar and flavored vinegars
- Cakes, including celebration cakes
- Sweet breads and muffins that contain fruits
- or vegetables
- Cooked fruit pies, including pie crusts made
- with butter, lard or shortening
- Fruit jams and jellies (as defined in 21 CFR part 150) in glass jars
- that can be stored at room temperature (except vegetable jams/jellies)
- Cookies
- Dry herbs and dry herb mixtures
- Dry baking mixes
- Dry dip mixes
- Dry soup mixes
- Dehydrated vegetables or fruits
- Popcorn
- Cotton Candy
- Non-potentially hazardous dry bulk mixes sold wholesale can be repackaged into a Cottage Food product.
- Chocolate covered pretzels, marshmallows, graham crackers, Rice Krispy treats, strawberries, pineapple or bananas
- Coated or uncoated nuts
- Dried pasta made with eggs
- Roasted coffee beans or ground roasted
- coffee
- Vanilla extract (Note: these products require
- licensing by the Michigan Liquor Control
- Commission)
- Baked goods that contain alcohol,
- like rum cake or bourbon balls (Note: these products require licensing by the Michigan Liquor Control
- Commission)

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What Food Products Are NOT ALLOWED to Be Produced in My Home?

Potentially hazardous foods that require time and/or temperature control for safety are NOT ALLOWED to be produced in a home kitchen and must be produced in a licensed kitchen. Examples include:

Caramel apples

- Hummus
- Garlic in oil mixtures
- All beverages, ice, and ice products
- Cut tomatoes or chopped leafy greens
- Confections that contain alcohol
- Focaccia-style breads with fresh vegetables

and/or cheeses

- Food products made from fresh cut tomatoes, cut melons or cut leafy greens
- Food products made with cooked vegetable

products that are not canned

- Sauces and condiments, including barbeque

sauce, hot sauce, ketchup, or mustard • Salad dressings

- Pet food or treats

- Meat and meat products
- Fish and fish products
- Raw seed sprouts
- Vegetable jams/jellies
- Canned fruits or vegetables like salsa or canned peaches
- Canned fruit or vegetable butters like pumpkin or apple butter
- Canned pickled products like corn relish, pickles or sauerkraut
- Pies or cakes that require refrigeration to assure safety and cakes with glaze or frosting that requires refrigeration
- Milk and dairy products like cheese or yogurt
- Cut melons
- Caramel apples

Artisan Information and Application Artisans:

Please include three photos of your work and a photo of your display for jury approval with application. The application and photos will be reviewed and approved by the Middleville Market Advisory Committee. All work must be handcrafted or created by Michigan residents only. No imported, wholesale, brokered or commercial items may be sold. Artists may display and sell only the types of work represented in photos submitted with this application.

Photos may be used for promotional purposes.

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3 photos of work

1 photo of space set-up (if applicable)

A REMINDER: If it is determined that the work displayed has not been handcrafted by you, we reserve the right to ask you to leave without a refund of your space fee. There are no refunds.

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Indemnity Agreement

The information I have given is correct and complete to the best of my knowledge. I agree to be bound by all market rules and regulations as set forth by the Wayland Farmers Market. I understand that my privilege to participate in the Wayland Farmers Market may be revoked at any time for any reason.

I have read and agreed to abide by all rules and policies as well as all federal, state and local laws, codes and regulations and to cooperate with Market management. I agree to indemnify and hold harmless any officers, directors, employees, representatives and agents, from and against all liability claims, demands, losses, damages, levies and causes of action or suits of any nature, related to my activities at the Farmers Market.

I understand that this application relates only to the products that I have listed in this application and that any further products will require an amended application for approval. I certify that the products above are produced in accordance with all county, state and federal laws.

NAME: _____

BUSINESS/FARM NAME: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

WEBSITE: _____

Please check products that you plan to sell at the Market:

Baked Goods	Eggs	Fresh Cut Flowers	Veggies
Bedding Plants	Fruit	Greens	
Plants Dried	Hanging Basket	Herbs	
Honey	Maple Syrup	Meats	
Perennials	Vegetables	Other Artisan Crafts	

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Vendor Signature(s) _____

Date_____

Return completed and signed applications to:
Wayland City Hall (If City Hall is closed in the payment box)
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