



9am - 2pm Every Saturday June thru September
Corner of M66 and Steel St, Ionia Mi...in the M1 Credit Union yard

Ann Pennington, Market Manager (616) 902-6558

Email: ioniafarmersmarket@gmail.com

Applicant Name: _____ Business Name: _____
Mailing Address: _____
City, State, and Zip: _____
Phone: _____ E-mail: _____

Items you plan to offer at the Ionia Harvest Marketplace:

- | | | |
|---------------------------------------------------------|------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Vegetables/Fruits | <input type="checkbox"/> Meats | <input type="checkbox"/> Honey |
| <input type="checkbox"/> Maple Syrup | <input type="checkbox"/> Tea/Coffee | <input type="checkbox"/> Sauces/Seasonings/Spices |
| <input type="checkbox"/> Baked goods | <input type="checkbox"/> Chocolates/Candies | <input type="checkbox"/> Flowers, trees and/or potted plants |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Candles | <input type="checkbox"/> Leather/Metal Works |
| <input type="checkbox"/> Pet food/treats | <input type="checkbox"/> Knitted/Crochet items | <input type="checkbox"/> Bath & Body (soap/lotion/essential oils) |
| <input type="checkbox"/> Other (please describe): _____ | | |

Dates you are planning on attending

- Seasonal (Every Saturday)
 Part-time (which dates) _____

As a vendor participating in the Ionia Farmers Market, I assume all risks of injury suffered while on and/or upon the premises of the Market. I release and agree not to sue the Ionia Farmers Market, its agents, servants, associations, employees, or anyone connected with the Ionia Farmers Market for any claim, damages, costs, or cause of action which I may, or in the future, have as a result of injuries or damages sustained or incurred while on and/or upon the premises of the Ionia Farmers Market as a vendor participating in the Ionia Farmers Market.

All vendors must comply with all state local, and federal requirements governing the sale and production of their products. This includes acquiring all necessary permits and licenses, as well as providing a copy of all permits/licenses to the market director.

By signing below, I _____ (print name) acknowledge that I have read the waiver of liability above, as well as the attached rules and regulations for the Ionia Farmers Market, understand and agree to abide by them.

Signature: _____ Date: _____



Vendor Rules and Requirements

- Vendors are responsible for supplying their own tables, chairs, displays, etc. Table coverings are not mandatory at this time but are encouraged for aesthetics
- Market times are from 9am-2pm. Vendors are expected to be set up and ready to go by 8:45am on market day. **Booths are not to be taken down early.**
- Vendors are responsible for keeping their area clean, attractive, and in a good sanitary condition. Vendors must clean up their areas before departing.
- All vendors are to be always courteous and considerate of all other vendors and customers. Vendors are expected to act in a professional and courteous manner. No abusive language or profanity will be allowed. Be respectful of other vendors selling the same product as you.
- Each vendor shall display a sign that clearly identifies your business name and location. Ensure signage is not sticking out into walk way and is securely fastened. If you are participating in the Senior Project Fresh and/or WIC Project Fresh Programs, or EBT-SNAP, please identify with the appropriate signage.
- Vendors should display products on tables and avoid ground displays. Keep walk paths clear of obstructions and ensure hanging displays are securely fastened. If supplies are kept under table, they should be hidden by table cloth and be secure in totes. All electrical cords must be secure at all times.
- All vendors must comply with all Federal, State, and City licensing and sanitary regulations. It is the vendor's responsibility to have a proper license(s) and available for inspectors. All products requiring licensing must have a copy of the appropriate license on file with the Market.
- **Items permitted for sale** may include fruit, produce, honey, maple and fruit syrups, baked goods, other *Cottage foods*, flowers, plants, homemade products such as art/crafts/jewelry, candles, and other items approved by manager. **No live poultry, livestock, domestic animals or retail items** may be sold.
- Labeling of goods sold under the **Cottage Food Law** such as, Baked Goods and Added Value Foods must be labeled properly and adheres to the State of Michigan laws. See www.michigan.gov/cottagefood for any questions related to labeling and/or products allowed under this law.
- All prepared food requiring special licensing must be produced and packaged at a licensed inspected location and properly packaged and stored. A copy of all relevant licenses and permits must be on file at the Ionia Farmers Market office prior to these items being offered for sale at the market. Please contact the **Michigan Department of Agriculture** for licensing information and inspection regulations.

- Due to health code regulations, food may not be offered for sale as a sample on a one-to-one basis unless you are a concession vendor. **No foods are to be prepared for consumption at the Ionia Farmers Market** or its premises unless pre-authorized and approved by the local health department. (Chef in the Market or Cooking Class)
- Alcoholic beverages are not allowed on or to be consumed on the Market property.
- **No Animals at booth!** Vendors may not have animals at or around the stall areas. No giving away or selling of pets, with the exception of Pet Adoption Agencies that are licensed, and exceptions for lead/guide dogs and service animals.
- The Ionia Farmers Market shall not be liable or responsible for transactions made between buyers and sellers at the Market, nor shall the Ionia Farmers Market be responsible for theft, accidents, or lost or stolen articles.
- All items sold at the Ionia Farmers Market, as well as weights and measures, are subject to inspection and approval by the Michigan Department of Agriculture.
- Taxes (if applicable) are the sole responsibility of the vendor.
- Concession vendors are considered a vendor who sells “ready to eat” food. Concession vendors must obtain all applicable licenses and furnish copies of these licenses to be kept on file in the Ionia Farmers Market office. Concession vendors are required to supply their own garbage receptacle.
- The Market Manager reserves the right to reject a vendor application if, in the Market Manager’s judgment, the produce, goods, food items, or crafts are not compatible with the overall concept of the Market. The Market Manager may deny a vendor the privilege of selling at the Market on any given Market Day for misrepresentation of products, poor quality of products or produce, failure to comply with a direction of the Market Manager, disrupting the operation of the Market, or any other violation of the rules and regulations.
- The Market takes place rain or shine. If you are scheduled to be at market, we are all counting on you! Please give a weeks notice if you are not planning on being in attendance. **If you fail to show for two consecutive markets in a row, your application will be revoked and you will not be allowed to reapply until the following season.**
- No one may enter the Robert Hoppough Farm Market Pavillion and/or M1 yard with intentions to sell products other than the stated Market days and time unless they have obtained prior approval and have a signed contract with the market manager and overseeing board of directors.
- No political activity is allowed.
- All produce, plants, syrups, and honey must be Michigan grown only.
- All disputes and grievances between vendors may be filed with the Market Manager by filling out a Grievance/Dispute form. However, be aware that there is a \$25 fee. The Manager will investigate and determine what action or actions should be necessary to resolve the issue or issues. All determinations of the Market Manager are final.