



Dear Market Vendors,

Southern Lakes Parks & Recreation would like to invite you to be a part of the 2024 Fenton Farmers Market. SLPR, the Fenton DDA and the City of Fenton are committed to directing our market growth in a positive direction to improve sales and community knowledge to buy locally.

Attached you will find the Vendor Application, Rules & Guidelines, Prepared Food, Agreement, Guidelines and Requirements of the Market. Completing the application and signing it is an acknowledgement of having received, read and agreed to uphold the Rules & Guidelines pertaining to the Fenton Farmers Market.

The vendor application and the Market Packet are on the SLPR website under the event page, www.slpr.net to view. Applications may be brought to the SLPR office in the Fenton Community and Cultural Center and emailed. Below you will find the dates, times, location and rates for the Market, along with the contact information.

We are looking forward to another great season at the Fenton Farmers Market!

General Market Information

Day of the Week: Thursdays

Dates: May 16th – September 19th

Time of the Market: 5:00pm – 8:00pm

Location: Fenton Community and Cultural Center

Full Season Rates: 1 Space: \$220.00

2 Spaces: \$275.00

Day Rates: 1 Space: \$20.00

Market Contact Information

SLPR Office Phone: 810-714-2011

SLPR Office: 150 S. Leroy

Fenton, MI 48430

SLPR Email: contact_us@slpr.net

SLPR Website: www.slpr.net



Vendor Application

Office Use Only

Number of Spaces: _____

Date: _____

Receipt #: _____

Payment: _____

Vendor/Business Name: _____

Contact Name: _____ Phone: _____

Email: _____

Address: _____ City/State: _____ Zip Code: _____

Vendor Identity

(please check all that apply)

Produce Artisan Food Other: _____

Market Products

(please check all that apply)

Fruits & Vegetables Dairy Meat
 Jelly, Jams, Etc. Baked Goods Prepared Foods
 Alcohol Plants Cut Flowers
 Soap/Oils Crafts Other: _____

Request of Needs (Not Guaranteed)

(please check all that apply)

Electricity Accessible Access Other: _____

Rates (Please Check One)

Full Season

Space Size: 10x10

1 Space: \$220.00

2 Space: \$275.00

Day Rates (Please Check One)

Space Size: 10x10

1 Space: \$20.00

Dates Attending

Please Complete One

First Time as a Vendor

_____ Number of years as a vendor

All applications are reviewed by the Market Manager and SLPR Staff. All fees are due at the time of application. If the application is not accepted, applicant payment will be mailed back. If the application is accepted, applicant payment will be admitted and the Fenton Farmers Market Manager will assign a space. No refunds are given after the applicant is accepted.

I/We _____ certify that I am/we are a Producer, Artisan or Food Cart/Truck Vendor as defined in the State of Michigan – Cottage Food Law, Michigan Farmers Market Association, as well as the City of Fenton Food Cart/Truck Ordinance and intend to sell only articles of my/our own production or raising while occupying the Fenton Farmers Market.

I agree that verification of this may be sought by the Fenton Farmers Market Manager and SLPR Staff in accordance with the Prepared Food, Farmed Products and Artisan Information form, Fresh, Healthy Local Food Agreement, Guidelines and Requirements and Rules and Guidelines of the Fenton Farmers Market.

By signing this application, I/We agree and understand to pay for your space at the Fenton Farmers Market and adhere to all the Fresh, Healthy Local Food Agreement, Guidelines and Requirements and Rules and Guidelines of the Fenton Farmers Market.

Signature of Applicant: _____ Date: _____



Prepared Food, Farmed Products and Artisan Information

Vendors must list all products they wish to sell at the Market. Additional products may be added contingent upon the Market Manager and SLPR Staff approval at any point during the season. All items for sale must follow state health codes and regulations.

Vendors

- Prepared foods include items such as bake goods, hot foods, coffee, pasta and cheese.
- Value-added products are items such as jams and jellies sold by a vendor-grower or local artisan who has grown/assembled the main ingredients.
- Artisan items must be created/designed/assembled by vendor. No buy/sell items. Please include pictures of your items.
- Produce must be grown on the farm address given below. All items for sale must follow state health codes and regulations. For more information visit: [MDARD - Agriculture & Rural Development \(michigan.gov\)](http://MDARD-Agriculture&RuralDevelopment.michigan.gov) and click in the search box and type in Farmers Market or Cottage Food Laws and then click on the applicable link.

Please list the following address where items are grown, made and produced at.

Address: _____ City: _____ State: _____ Zip: _____

Address: _____ City: _____ State: _____ Zip: _____

What items do you sell?	Detailed description of product:



2024 - Fresh, Healthy Local Food Agreement

I understand and agree to all the following:

- By not filling out the Vendor Application and signing this agreement, I will not be allowed to participate in the market.
- Requirements and Guidelines: who can sell, what can be sold and who cannot sell.
- Rules and Regulations: farm Checks, licensing and certification, cancellations, not allowed and please refrain from, vendor requirements and terminations.
- Photographs/Video may be taken and used for promotional reasons in various media areas including social media.
- Southern Lakes Parks and Recreation, the City of Fenton and the Fenton DDA are not responsible for lost/damaged/stolen personal items.
- This application is valid for the 2024 Fenton Farmers Market season.
- The vendor agrees to hold harmless Southern Lakes Parks & Recreation, the City of Fenton, the Fenton DDA and any/all market volunteers/associates.

Name (Print): _____ Name of Business: _____

Signature: _____ Date: _____

Licenses:

If applicable, please list below the license and inspection numbers required for the operation of your business and/or sale of your products and any other license, registration, certification, or permit required by local, state or federal law. Provide copies of all current and valid licenses, registrations, certifications or permits with your application packet.

Michigan Sales Tax License Number: _____

Nursery Dealer License Number: _____

Plant Dealer License Number: _____



Guidelines and Requirements of the Market

The Fenton Farmers Market follows the guidelines and requirements of Michigan Farmers Market Association.

Who can sell at the market?

- Producers
All produce must be grown within the State of Michigan. Producers must be directly involved in the growing of their items.
- Artisans
Must be directly involved in the production of their items.
- Food Carts/Trucks
Should endeavor to offer some healthy items for sale that fit the Farmers Market drive for fresh, healthy, and local food.

What can be sold at the Market?

Items must be made/grown by the participating vendor or an approved representative.

The following products are permitted for sale:

- Michigan Apiary (honey) products
- Michigan grown only:
 - Fruits
 - Vegetables
 - Plants
 - Flowers

Michigan made and/or grown by the seller including but not limited:

- Cheese*
- Dairy*
- Eggs
- Juices*
- Jams*
- Meats*
- Baked Goods*

- Jellies*
- Relishes*
- Salsa*
- Cider*
- Sauces*
- Vinegars*
- Maple Syrup

Artisan/Crafter items including but not limited to: Reselling is prohibited

- Jewelry
- Oils
- Soaps
- Ceramics
- Photography
- Metal Smithing
- Iron Work

- Woodwork
- Candles
- Pottery
- Dried Flowers
- Wreaths
- Garden Decor
- Mixed Media

*Commercial kitchen required and Ingredient list/Label required

Farm Checks

Farm checks may be performed at the discretion of the Market Manager, this is to ensure and protect the integrity of the Fenton Farmers Market. Failing to provide accurate information pertaining to the location of goods grown could result in termination from the market with no refund of fees.

Items not permitted at the Market:

- Secondhand Items
- Wholesale Items
- Commercially Produced Items
- Reselling





Rules & Guidelines

Licensing & Certifications:

Vendors are responsible for their own sales tax, licensing fees and permits for operation and will abide by local, state and federal laws. Food item and produce vendors (if applicable) and meat vendors must provide a copy of all current licensing from the Michigan Dept. of Agriculture and/or Genesee County Health Dept. along with any pertinent liability insurance with their application and follow the State of Michigan Cottage Food Bill rules and regulations.

Cancellations:

If the vendor is unable to be in attendance, please notify the SLPR office. Please check the Fenton Farmers Market Facebook page for any updates or changes. The market will be held rain or shine. It is left up to vendors' discretion to attend or not in case of rain. The market will be cancelled if tornado warnings are issued, or thunder and lightning are present.

Not Allowed:

- Pets
- Being late to set up.
- Driving vehicles on the grass or resident's property
- Stakes in the pavement
- Overlapping in other spaces or blocking nearby spaces with vehicles, tables, etc.
- Placing food on the ground
- Early departures
- Smoking
- Alcoholic beverages are not permitted in the market – Unless vendor is a licensed wine merchant.
- Use of abusive or foul language will not be tolerated towards anyone.
- Resale or pre-manufactured goods
- Hawking
- Weapons of any kind

Vendor Requirements:

- Vehicles must be out of the market ASAP after unloading.
- Provide all equipment (tents, tables, chairs, etc...)
- Tents must be anchored with weights.
- Responsible for cleaning your space before leaving the market.
- Haul trash to the dumpster located in the parking lot.
- Submit their weekly sales.
- Food items must be labeled with all ingredients and allergens.
- All questions regarding other vendors go to the Market Manager.



Rules & Guidelines (Continue)

Tokens:

- Tokens are available to customers using credit cards or EBT cards.
- EBT cards may only be used to purchase food. Hot food is not allowed.
- Signs will be provided to vendors that participate with the tokens and Double Up Food Bucks.

Suspension or Removal of a vendor from the Market:

- Violation of Market rules and guidelines, state and local laws and guidelines
- Unsanitary or unsafe conditions at the market
- Unreasonable conduct determined by the Market Manager.
- Behavior that obstructs another vendor's space.

Terminations:

- Failing to submit and/or display license and permits.
- Violation of Market rules and guidelines, state and local laws and guidelines
- Failure to attend the Market on three or more days (unexcused no-call, no show days)
- Falsely labeled production or false statement of goods.
- Multiple suspension or removals.

Official Websites that the Fenton Farmers Market adheres to:

- Michigan Farmers Market Association - [Home - Michigan Farmers Market Association \(mifma.org\)](http://mifma.org)
- State of Michigan – Department of Agriculture & Rural Development – Cottage Food Law [MDARD - Michigan Cottage Foods Information](#)
- City of Fenton Food Cart/Truck Ordinance