

March 2024



Dear Vendor,

We're excited about our 19th year of the Buchanan Farmers' Market. Our market will open Saturday, May 4 and run through October 12 with hours of 8 a.m. until 1 p.m. Ashley Hanson will be our market master again this year.

The ten permanent vendor spaces will be reserved for those with produce and farm related products who wish to vend all season. One is reserved for non-profit bake sales at a cost of \$5 per week. **The cost for the permanent booth will be \$180 for the whole season if you pay by April 15. Otherwise, the cost is \$10 each Saturday if a permanent space is available.**

Using your own setup (tent, tables, chairs) will cost \$5 per week. **If you wish to have the same tent space weekly, you must pay your \$120 for the full season before April 15. This is the only way to guarantee your same spot.** Placement at the market will be at the discretion of the market master. If you sign up for a date and have to cancel, the market master will be happy to reschedule a date for you. Failure to show up without a cancellation call doesn't cancel your payment which will be added to your next date. Remember, you may also choose to come weekly, bi-monthly, and monthly.

Again, we will be on Facebook, the city website, our website and on the city's TV channel. In addition, we advertise in local print media. It is in your best interest to give us information about your business. **Remember the deadline for getting the permanent stall discount or reserving your permanent tent space for the full season is April 15.**

Fill out the vendor application form, enclose information about your business including your website, facebook page, etc., attach copies of your licenses if not already on file, read and sign the liability waiver, and return the forms with your **check made out to the Buchanan Farmers' Market to;**

Beth Chubb
1803 E. Warren Woods Road
Buchanan, MI 49107

Any questions may be emailed to Beth at bchubb@comcast.net or call her at 269-695-3336.

We expect you to show at the market on the dates you choose. Keep a copy of your dates and the market phone number **574-213-4774** handy so you can call if you need to make changes. The market phone is on 24/7 starting April 15. Call or text for information. Please review the rules and regulations attached for changes so that we may have another great year.

Sincerely,

Beth Chubb, Chairperson
Buchanan Farmers' Market



VENDOR APPLICATION

574-213-4774

The market will be a drop off point for food donations for Red Bud Area Ministries (RAM) and Little Pantries again this year.

PRINT CLEARLY

Name _____
Mailing Address _____
Phone Number _____
Email Address _____
Business' Name _____
Products to Sell _____

Preference: _____ Permanent Booth _____ Own Setup

Payment: Tent space dates chosen: \$5 x _____ = _____
_____ Permanent Booth \$180 full season
_____ Tent Space \$120 full season

DATES FOR 2024

| | | | | | |
|--------|------------------|-----------|------------------|---------|------------------|
| MAY | 4 th | JUNE | 1 st | JULY | 6 th |
| | 11 th | | 8 th | | 13 th |
| | 18 th | | 15 th | | 20 th |
| | 25 th | | 22 nd | | 27 th |
| | | | 29 th | | |
| AUGUST | 3 rd | SEPTEMBER | 7 th | OCTOBER | 5 th |
| | 10 th | | 14 th | | 12 th |
| | 17 th | | 21 st | | |
| | 24 th | | 28 th | | |
| | 31 st | | | | |

After April 27th, call the market phone (number above) and get on our list to vend. Bring your forms with you the first day you vend.



RULES AND REGULATIONS 2024

The City of Buchanan is pleased to open its Farmers' Market and we wish everyone a successful season. **Please read the following market rules carefully before vending at the Buchanan Farmers' Market.** The Market Master is responsible for enforcing these rules.

1. Set-up time will start at 7 a.m. If you need more time to set up, please let the Market Master know. Minimal help with setups will be available starting at 7 a.m.
2. Vendor must be set up prior to the market opening to allow for inspection by the Market Master.
3. Vendor of a permanent stall is allowed one (1) on-site parking space located behind his/her stall. Library parking spaces **are not** available. All other vendors must park on Days Avenue or in the City Center parking lots.
4. Vendor must stay open until 1 p.m. when the market closes unless otherwise instructed or granted permission by the Market Master.
5. If you can't vend at the market on your sign-up day or are going to be late, you must call or text the market phone before 7 a.m. If we don't hear from you, your spot will be filled and you will be given another available space when you arrive. Failure to show up without a cancellation call doesn't cancel your payment which will be added to your next date.
6. Only one vendor permitted per space. Vendor may not sublease his/her space.
7. There is **NO SMOKING** within 50 feet of the stalls or tents and discouraged on Common grounds.
8. Vendors with produce are encouraged to sell **ONLY** locally-grown produce (40 mile radius). Produce needs to be marked where grown if not local. Michigan and out-of-state produce is accepted at the Market Master's discretion.
9. Products with vendor labels must be grown/produced by that vendor. All products must be truthfully labeled.
10. **ALL VENDORS MUST POST THEIR PRICES.** Produce is to be sold by unit or standardized containers.
11. **All baked goods (except for bake sales) must be made in a certified kitchen.** Prepared foods must comply with health department regulations and be properly labeled. See Cottage Law rules attached.
12. All children and dogs at the market must be supervised by the responsible party **AT ALL TIMES.**
13. **NO UNAUTHORIZED SOLICITING** at the Market. Absolutely no solicitation of a political nature includes candidates, political parties, and political causes seeking to speak to voters or distribute political literature. It does not include voter registration drives or other nonpartisan efforts.
14. Vendors must keep their vehicles **OFF THE GRASS** at all times.
15. No marijuana and/or products can be sold at the market. No CBD oils or products will be acceptable.
16. As soon as you know you won't be coming on a date you signed up for, please let the Market Master know by phone call or text. Sign-up dates can be changed by the Market Master.
17. All vendors are expected to treat customers, other vendors, and Market personnel in a courteous manner.
18. Please call or text the Market phone at **269-213-4774** for reservations, problems or concerns. **The market phone is on 24/7 to accept your calls after April 15.**

BUCHANAN FARMERS MARKET POLICY ON THE COTTAGE FOOD LAW

Because we have been getting a lot of questions about the Cottage Food Law, the Market Board wants to clarify the market's position on the law as it pertains to our Market.

The Market **WILL NOT** let you sell vinegar and flavored vinegars at the market. Jams and jellies in glass jars that can be stored at room temperature **may be sold** as long as they are fruit only.

The Market also does **NOT ALLOW** baked goods that aren't made in a certified kitchen to be sold at the market unless you are participating in a non-profit bake sale.

- The following list of items **ARE NOT ALLOWED** to be produced in your home and sold at the Market.
- Meat and meat products like fresh and dried meats (jerky)
- Canned fruits or vegetables like salsa or canned peaches including canned fruit or vegetable butters like pumpkin or apple butter
- Milk and dairy products like cheese or yogurt
- Beverages—Kombucha teas, apple cider
- Focaccia style breads with fresh vegetables and/or cheeses
- Barbeque Sauce, ketchup, mustard
- Fish and fish products like smoked fish
- Canned pickled products like corn relish, pickles or sauerkraut
- Cut melons
- Ice and ice products
- Food products made from fresh cut tomatoes, cut melons or cut leafy greens
- Vegetable and other non-fruit based jams/jellies (hot pepper jelly)
- Raw seed sprouts
- Pies that require refrigeration to assure safety like banana cream, pumpkin, lemon meringue
- Garlic in oil mixtures
- Cut tomatoes or cut leafy greens
- Food products made with cooked vegetable products that are not canned
- Confections that contain alcohol
- Pet food or treats unless a commercial feed license is used to make in a home kitchen

CITY OF BUCHANAN
BUCHANAN FARMERS' MARKET

LIABILITY WAIVER FORM

I acknowledge that I have been given a copy of the Farmers' Market Rules and Regulations and have read and agree to abide by these rules as stated.

I also agree as a participant in the Buchanan Farmers' Market, to hold the City of Buchanan, the Buchanan Farmers' Market Advisory Board, and their agents and employees, harmless and to indemnify the City of Buchanan, the Buchanan Farmers' Market Advisory Board and their agents and employees from any and all claims of whatever kind or nature which may be made against the City of Buchanan, and the Buchanan Farmers' Market Advisory Board as a result of my actions or failure to act.

Print Name: _____ Date: _____

Signature: _____

Email Address: _____

Return this form with your vendor application.