

**GLADSTONE**



# City of Gladstone Farmer's Market & Street Fair Vendor Regulation Agreement

*For More Information:*

*Kathy Paul  
(906) 420-3503*

I have read and agree to follow all of the policies outlined in the City of Gladstone Farmers Market & Street Fair Vendor Regulations. I understand that if the Market Manager and DDA board of the City of Gladstone observes or receives evidence of my failure to abide by this agreement, the offenses may affect my ability to participate in the market. I understand that it is my responsibility to inform my family and employees and partners of these rules before they sell at the market on behalf of my farm or business. I understand by signing this agreement I am giving my permission for my vendor information and pictures taken at market to be displayed on the City of Gladstone Farmers Market & Street Fair websites, Facebook and to be linked into other sites unless explicitly requested otherwise.

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**Do you have liability insurance coverage: YES \_\_\_\_\_ NO \_\_\_\_\_**

**YES: provide copy with application.**

**NOTE: If no insurance, I agree that City of Gladstone Farmers Market & Street Fair and Sponsors are held harmless of any incidents or accidents that may occur while I occupy given space and will sign and abide by statement below. Please read carefully before signing.**

### INDEMNIFICATION AGREEMENT

In consideration for participating as a vendor in the City of Gladstone Farmers Market & Street Fair, I assume all risks of injury suffered while on and/or upon the premises of the market and release and agree not to sue the City of Gladstone Farmers Market & Street Fair, its employees, sponsors or anyone connected with the market of any claim, damages, costs or cause of action which I have or may in the future have as a result of injuries or damages sustained or incurred while on and/or upon the premises of the park or parking lot or building occupied by the City of Gladstone Farmers Market & Street Fair. This document releases liability, results in assumption of risk, and provides for indemnification and holds harmless the City of Gladstone Farmers Market & Street Fair by vendor participant.

\_\_\_\_\_  
**Vendor Name (Please Print)**

\_\_\_\_\_  
**Business Name (Please Print)**

\_\_\_\_\_  
**Vendor Signature**

\_\_\_\_\_  
**Date**

**Please sign and return with your vendor application**

**GLADSTONE**



# City of Gladstone Farmer's Market & Street Fair Vendor Application

To participate in the Gladstone Farmer's Market & Street Fair please sign and return this application to:

*For More Information:*

*Gladstone City Hall  
1100 Delta Avenue*

*Cathy Paul  
(906) 420-3503*

*Or  
Gladstone's Farmer's Market Square  
900 Block of Delta Avenue*

Name: \_\_\_\_\_  
 Farm Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email address: \_\_\_\_\_  
 Phone: (home/cell) \_\_\_\_\_  
 Items Selling: \_\_\_\_\_

### FEE SCHEDULE

**Full Season Fee: \$50 per season  
Daily Fee: \$10**

**NOTE: One Tent, One Table and Two Chairs  
are included with your vendor fee.**

Additional Fees:

Table (maximum of 2) \$5 per Week

Chair: \$1 per week

SET-UP for Vendors may begin at 1:30pm.

ALL Spaces will be reserved and assigned based on space requirements and what the vendor is selling.

PLEASE SELECT (CHECK OR X)  
THE DATES YOU PLAN TO  
PARTICIPATE.



### SRING/SUMMER SEASON

#### **May 2017**

May 10 \_\_\_\_\_

May 29 \_\_\_\_\_

#### **June 2017**

June 5 \_\_\_\_\_

June 12 \_\_\_\_\_

June 19 \_\_\_\_\_

June 26 \_\_\_\_\_

#### **July 2017**

July 3 \_\_\_\_\_

July 10 \_\_\_\_\_

July 17 \_\_\_\_\_

July 24 \_\_\_\_\_

#### **August 2017**

Aug 7 \_\_\_\_\_

Aug 14 \_\_\_\_\_

Aug 21 \_\_\_\_\_

Aug 28 \_\_\_\_\_

\_\_\_\_ Extra Table    \_\_\_\_ Extra Chair

By signing below you agree to comply with all City of Gladstone Farmer's Market & Street Fair Rules and Procedures as outlined in this packet.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

**Gladstone Farmers Market & Street Fair Vendor Policies**  
**Please retain this information for your records**  
**For More Information Contact Cathy Paul (906) 420-3503**

**Product/Vendor Criteria:**

The primary focus of the market will be locally grown farm fresh produce, entrepreneurial food based products and artist vendors who produce original pieces.

1. Entry to market will be limited to vendors who grow/harvest food, produce and handcraft items in Delta, Marquette, Dickinson, Menominee, Alger, Schoolcraft and Iron Counties. All decisions made by the Market Master are final. Decisions may be appealed through the City of Gladstone DDA Board.
2. All agricultural products sold must be germinated, grown, raised or gathered by the vendor, their employee/workers or family members in accordance with the Michigan Department of Agriculture regulations, or purchased directly from a producer. No resale of products will be permitted, except those purchased directly from a producer.
3. If you are selling any type of processed foods, you must abide by all Cottage Food Industry laws for the State of Michigan or attach a copy of your commercial food-processing licenses as applicable, to your application. Food improperly labeled or which are not allowed, must be immediately removed from the vendors booth. Failure to comply will lead to dismissal from the City of Gladstone Farmers Market & Street Fair and loss of vendor fees.
4. All farmers/growers must provide the following information to consumers:
  - a. Name of farm/s that produced the products
  - b. Where in Michigan each farm is located
  - c. All signage required by the Michigan Department of Agriculture and /or alternative payment programs. (ex: SNAP)
  - d. Clearly marked prices
5. Sellers of perennial plants are required to provide a copy of their current license to the Market Manager, obtained from the Department of Agriculture, at least one week prior to the first day of opening market.

**Market Days:**

**1. Dates/ Times:**

- a. Mondays
- b. 3:00pm – 6:00pm (Summer Hours, open until 7:00pm)

**2. Setup:**

- a. Vendors may begin their setup at 1:30pm; not before.
- b. No early sales will be allowed or tolerated.

**3. Your schedule:**

- a. Please select the weeks you expect to be in attendance at the City of Gladstone Farmers Market & Street Fair on your application. Any changes to this schedule must be communicated with the Market Master no later than 24 hours before the scheduled market. We understand that circumstances do come up, but appreciate the advanced notice of cancellation. Two unexcused absences will result in a loss of space and a forfeit of fees paid.

**Market Fees:**

1. **Seasonal Rates-** \$50.00 for an 8 foot space. If you are requesting more than an 8 foot space please indicate that on your application. Spaces will be available in 8 foot increments with a maximum of three spaces per vendor.
2. **Daily Rate-** \$10.00 for an 8 foot space.

**Market Procedures:**

1. **Application:** All prospective vendors must complete and sign a City of Gladstone Farmers Market & Street Fair application and agreement.

2. **Product Declarations:** Vendors must submit a list of products they intend to sell. If vendors wish to add to their original list, they must submit additions to the Market Manager in writing to be added to their original vendor contract.
3. The City of Gladstone Farmers Market & Street Fair does not offer exclusive rights to any one vendor to sell any one product. Market customers typically benefit from having a choice. However, in the event there are vendors on waiting list, the same or similar products is excessive, duplicate products may be denied entry.
4. **Parking:** Vendors may park at or near the market site ONLY to load and unload. No vehicles larger than a car/pickup truck without a trailer is allowed to park in the parking lot between the Gladstone Pharmacy and Wally's Bar, AT ANY TIME. No vehicles will obstruct parking lot, street or alley at any time. Wagons are available to use to load and unload items. Parking is available within the Bay Bank Parking Lot for vehicles no larger than a car/pickup truck.
5. **Conduct and Courtesy:** While at the market, vendors are expected to behave courteously to customers, other vendors, market staff and volunteers. Vendors are also asked to conduct themselves professionally at all times. All vendors agree to keep sales areas and displays clean and attractive. Appropriate dress is required; clothes must be clean and in good condition.
6. **Setup and Clean up:** Vendors are responsible for their own set up and clean up. All stands, tables, and products shall be transported to the area each market day and everything shall be removed after each market day. Materials or produce may not be left overnight; no exceptions. Each vendor is responsible for cleaning their own space and must remove all garbage and left over produce. Vendors may use a tablecloth if they wish, but are responsible for cleaning their table/s at the close of each market.
7. **Tent/Table/Chair Rental:** For indoor market 1 table and 1 chair are included with the paid 8 foot rental fee. If you request and are paying for additional spaces you will also receive the use of another table and chair.
8. **Early Departures:** Vendors leaving the market before closing time is disruptive and discouraging to other vendors and customers. Please plan to be at market and not begin packing up before 6:00pm.
9. **Smoking:** No Smoking is permitted within the perimeter of market by vendors or customers. This policy will be strictly enforced for the good of the market.
10. The Market Manager may deny or restrict any vendor or vendor representative's access to the market for failure to follow the state and local laws or the guidelines of the Gladstone Farmers Market & Street Fair rules. Problems, complaints or concerns may be directed immediately to the Market Manager. Any grievance that cannot be resolved between a vendor and the Market Manager may be submitted in writing to the City of Gladstone DDA Board for consideration at the next scheduled DDA Meeting.