

The Cadillac Made in Michigan Farmers' Market (CMM Farmers' Market)

The Cadillac Made in Michigan Farmers' Market (CMM Farmers' Market) Stimulates economy and strengthens community. It is an opportunity to bring the best of Michigan fresh produce, local businesses, locally made food, and natural artisan arts & crafts to the Cadillac area.

General Rules and Regulations for Market Operations

Market Dates and Times

1. The market is open from the 1st Thursday in May through the Last Thursday in October.
2. Official market hours are from 8:00 AM until 2:00 PM.

Farmers, crafters, and businesses:

1. Vendors must fill out an application and be approved to sell items in the Cadillac Made in Michigan Farmers' Market.
2. **Locally Grown/ Locally Made: Produce and items sold must be grown or produced in the Michigan area. Exceptions will be made on a selective basis. Non-vendor produced items must have pre-approval and proper signage. Wholesale license produce vendors are not permitted. Vendor wholesale purchases for resale are not permitted.**
3. Direct Selling vendors must have pre-approval and live in Wexford County or any county that lies adjacent to Wexford County. Only one vendor per direct selling company is permitted each week.
4. **New vendors and businesses cannot undercut prices of established farm product vendors. New vendors are welcome to price their products higher than the market's prices, or negotiate an agreed price with other vendors who sell the same product.**
5. Vendors must reside and produce their product within the State of Michigan. If space is limited, preference will be given to vendors from Wexford, Missaukee, Osceola, Lake, Manistee, Grand Traverse, Kalkaska, and Benzie Counties.
6. Vendors will represent their business in a courteous fashion to the community and other vendors. If vendors can't resolve their differences peacefully, they will be asked to leave for the day. There is plenty of business in this market for everyone to be successful.
7. Signage identifying the name of your business and price for items sold is required.
8. Produce vendors must identify the name and location of the farm(s) produce is grown.
9. Be prepared for windy days by bringing weights or other equipment to keep your canopy (optional) and items from blowing away.
10. Electricity is NOT available at this market.
11. Health Regulation" All food vendors are required to follow MDA food labeling guidelines. Produce must follow USDA guidelines for Farmers Markets. Sampling of food must be done within USDA Farmers Market Guidelines.
12. Licensing Requirements: Vendors are required to have all necessary State and Federal licenses. All items must be in compliance with State and federal Licensing rules and regulations. Cadillac Made in Michigan Farmers' Market is not responsible for vendor licensing.
13. Liability: Vendors are responsible for their own liability coverage and are NOT protected under the liability insurance by the Market or the Property Owner.
14. Market Manager/ Right to refuse: All vendors must be pre-approved with the Market Manager prior to setting up for the first time. The Market Manager reserves the right to refuse any vendor for any reason. The Market Manager reserves the right to have vendor(s) leave the market at any time and/or not return to the market. The Market Manager is available to answer any questions. Contact information is provided.

Seasonal and Daily Vendor Stall Requirements

1. Vendors may elect to set up but not park their vehicle in the market area. Vendors who do not utilize a vehicle at the market must park in the back row (east), of the city park.
2. Any vehicle parked in the market area must remain parked until the market closes. Vendors will not block any sidewalks or handicap accessible pedestrian ramps.
3. Daily vendors must park on Main Street until given their stall assignment.
4. Vendors are responsible for their area and will leave it as clean as it was when they arrived.
5. The City requires all vendors to be out of the market area within one hour of market close.

6. Vendors must confine their selling practices to within their assigned stall lines.
7. The Market Manager is responsible for stall assignment on a daily or reserved basis.
8. Every attempt will be made to give all regular vendors the same space throughout the season.
9. Regular vendors not planning to attend the market on a specific day should notify the Market Manager as soon as possible so that their vacant spot may be utilized if needed.
10. The Market Manager will assign spaces. Unoccupied spaces will be assigned to guest vendor 20 minutes prior to the market opening.
11. Vendors may not move to another space without permission of the Market Manager, and no stalls may be sub-leased.
12. On occasion, due to other events, the market will move to a temporary location.
13. Refunds will not be given

Vendor Stall Rates

1. Stall fees are \$10 up to a 10 foot space and \$5 for each additional five foot space and is payable prior to the close of the market day. Market fees are used to pay for the administration of the market, insurance, advertising, and marketing, etc.
2. Musicians playing at the market are not required to pay a fee.

Products Allowed For Sale in Market

1. All products for sale must be fresh and of good quality and grown in Michigan or produced with Michigan grown products.
2. Michigan grown products are defined as produce and animal products grown or raised on a Michigan farm, orchard, garden, nursery, green house, or forest including honey, maple syrup, herbs, apple cider and other juices.
3. **Value added agricultural products such as soaps, oils, handcrafted items from home grown plants and animals, and forest products such as wild crafted plants, raw wood products and hand-crafted items will be permitted as a matter of right as long as they are being sold by the primary producer and do not constitute more than 20% of the product offered. Hand-crafted items are defined as "the product of a home or cottage-type industry".**
4. **Vendors offering to sell value added agricultural products and hand crafted items in excess of 20% of product offered are required to obtain approval of the Market Manager.**
5. Value Added Food Products made in a Michigan Department of Agriculture Licensed Kitchen or made under Michigan's Cottage Food Law are permitted for sale at the Market.
6. Prepared foods must be considered high quality and contain Michigan grown items as the primary ingredient(s) and be prepared by the vendor.
7. **Cottage Law producers are required to visibly display a sign no less than 4½" X 8½" in size that includes the following language, "These products were made in a home kitchen not inspected by the Michigan Department of Agriculture and Rural Development."**
8. Foliage plants including tropical plants, flowering plants, hanging baskets and bedding plants may be sold if they have been raised or cared for by the vendor since seed, transplant or seedling stage.
9. The Market Manager has the right to examine all produce for spoilage or damage and has the authority to prohibit the vendor from selling damaged or unfit products. The Market Manager shall also have the right to inspect all items that require a license or permit and has the authority to prohibit the vendor from selling items not meeting specific requirements.

Vendor Compliance with Federal, State & Local Government/Market Manager Inspections

1. **All vendors will complete a Vendor Application form before attending the market. A copy of all appropriate licenses/permits must be attached to the application.**
2. Vendors must comply with licensing and identification, weights, measures and handling standards imposed by Federal, State, and local governments.
3. The Market Manager has the right to inspect any products offered for sale at any time. Misrepresentation of items sold may be cause for dismissal from the market.

4. Farms or facilities may be inspected by the market manager to verify compliance with market rules and regulations.

Project Fresh/Senior Fresh/SNAP/EBT Programs

1. Vendors participating in Project Fresh, Senior Fresh, SNAP and EBT programs agree to comply with program rules.
2. Vendors must redeem only coupons taken in at the Cadillac Market.
3. Anyone not complying with the program rules or submitting false information will be asked to leave the market.
4. Reimbursement for PF/SF Coupons and SNAP/EBT Tokens will be as follows:
 - a. Coupons and tokens shall be collected on a daily basis and turned into the City Office at the close of the Market or the next business day, whichever is applicable.
 - b. Receipts will be given for the dollar amount of coupons and tokens submitted.
 - c. Vendors will be reimbursed by check via US Mail on a biweekly basis.
 - d. Coupons and/or tokens may not be exchanged for daily rent.

Market Regulations

1. Signage.

- a. Vendors are REQUIRED to visibly display the following at their booth:
- b. A sign with the vendor or farm name and name of city where the farm is located clearly visible to the public. This sign should be appealing to the eye and in good clean condition.
- c. Any required license and or permit.
- d. Project Fresh signs, if applicable

3. Vendor Conduct

- a. Owner/operators may elect to send another person to be their vendor at the market, and must inform the Market Manager of their intent to do so.
- b. Each vendor stall must be under the "on-site" supervision of a responsible person sixteen years of age or older.
- c. Vendors will conduct themselves in a courteous fashion. No inappropriate language will be tolerated.
- d. All children who accompany vendors must be supervised while in the market area.
- e. Smoking is prohibited within twenty-five (25) feet of the market area.

3. Animals

- a. In accordance with the Michigan Department of Agriculture Regulation No. 556 for "open air municipal and farmers markets," the sale of live animals will not be allowed at the market.
- b. Vendors may not bring their pets or any live animals to the market. While pets are not banned from public space, no pets or live animals will be allowed where food is being sold.

Anyone not complying with these rules or creating disturbances or disruptions as determined by the Market Manager will be suspended from the market for the duration of the season without refund.

Vendors agree to indemnify, defend and hold harmless the Downtown Cadillac Association, City of Cadillac, and Market Manager from and against any and all claims, losses, liability, costs or expenses (including reasonable attorney fees) arising out of bodily injury of any person or persons, including death, or property damage, relating to the use of the City of Cadillac's property for the purpose of selling items at the CMM Farmers Market during its seasonal operational schedule.

Please Note: Vendor Stall Assignments for the 2014 Market will be determined by 2013 Participation.

Revision: The Market Manager and Market Committee reserve the right to amend the rules when deemed necessary at anytime.

Payment should be made to the downtown Cadillac Association