



DOWNTOWN DEWITT 2017 FARMERS MARKET VENDOR APPLICATION



The Downtown DeWitt Farmers Market is located in Downtown DeWitt, North of the intersection of Main and Bridge Streets. The 2017 season will start on Tuesday, June 6th and run through Tuesday, October 10th. There will be no market on Tuesday, July 4, 2017 in observance of Independence Day. Hours of operation are 4pm-7pm. Each vendor is required to arrive at that location by 3:15 PM and shall vacate after 7:15 PM. The Farmers Market Area will be closed to public traffic at 2pm each Market Day. **Prior to becoming a vendor, each vendor must read, sign and return a copy of the market rules and the 2017 Application. Please retain your copy of the Application, Market Rules, and a copy of your signature page for your records.**

RATES

There are 18 markets this year. The Single Stall Daily Market Vendor Fee is \$12.00/market, which would equal \$216 for 18 weeks. The Seasonal Market Vendor Fee is \$185 for the season, which is a discount over the weekly rate. **Additionally, Seasonal Market Vendors paying by May 1, 2017 and who attend 15 of the 18 markets, will be eligible for a "Seasonal Incentive Refund" of up to 30% of your fee. Markets that are cancelled due to unforeseen conditions will not count towards the Seasonal Attendance.**

Refunds will be mailed on Nov. 17, 2017. Refunds will be determined based on attendance, as well as cooperation and adherence to the Vendor Rules and Market Policies.

STALL SIZE AND ASSIGNMENTS

Each stall will be approximately 12 feet in width and 17-20 feet in depth. A Seasonal Market Vendor may request their location for the entire season. Seasonal Vendor stall assignments will be determined by the Market Manager. Early applications are appreciated. Vendor longevity and previous compliance with Rules of the Market will be given consideration to determine acceptance into the market, as well as a factor in honoring location requests. Daily Vendors submitting Applications for less than a complete season will be assigned a space among what is available, once Seasonal Vendor spaces have been assigned and issued.

Vendors must be checked in with the Market Coordinator at or before 3:15 PM on the day of the Market or may lose their stall assignment. Vendors (or vendor representative) are REQUIRED to be present the ENTIRE TIME of the market. If you are unable to be at the market until 7:00 PM, do not participate in the market that day. For the safety of the customers, attendees of the market and other vendors, you are **NOT** allowed to tear down and leave during the hours of operation. **Vendor vehicles must not be moved from 3:15pm until 7:15pm if parked within the Farmers Market area.** Our Farmers Market is open until 7pm, and we will often have last minute shoppers and customers walking about in our Market Space during the closing minutes. For the safety of all, this policy will be strictly enforced. Vendors requiring special timing, will be required to park outside the official "market space".

Owner & Business Name: _____

Downtown DeWitt Farmers Market Applicant Information

Business Name: _____

Mobile Phone: _____ Home Phone: _____

Email Address: _____

Business or Home Address (Circle One)

Street Address: _____ City: _____

State: _____ Zip: _____

Website Address: _____

Facebook Page Name (if Applicable) _____

Emergency Contact Name: _____

Emergency Contact Phone: _____

Others you Authorize to tend to your stall: _____

Vehicle Make/Model of the typical vehicle you will park adjacent to your space:

Size of your vehicle Length: _____ Width: _____

Can you accept Debit/Credit Card Payments? Yes _____ No _____

If your products are organically grown, are they certified organic? Yes _____ * No _____

Are you required by the State of Michigan to be licensed? Yes _____ * No _____

**If yes, please enclose copies of valid certificates or licenses, when applicable. Please make sure your license is valid for the 2017 Market Season June 6- October 10.*

Michigan Sales Tax License # _____

Individuals or businesses that sell tangible, personal property to the final consumer need a sales tax license. An application for a sales tax license can be completed on the Michigan Department of Treasury web site at www.michigan.gov/taxes under Sales and Use Tax.

Please note: a vendor may be exempt from licensing, but will be required to label products according to Michigan Cottage Food Law, Michigan Department of Agriculture and Rural Development or Local Health Department Regulations.

Office Use Only: Application Received on:

Seasonal Payment Received on:

Owner & Business Name: _____

Describe your business (please check all boxes that apply):

Grower: 100 % of products is grown by their farm business. Preference is given to 100% growers over retailers. **

Farmer/Retailer: 75%- 99% of products are grown by their farm business that is present weekly at the Downtown DeWitt Farmers Market. 25% or less is purchased from another Michigan grower or wholesaler. **

Retailer: 60%-74% of products are grown by their farm business that is present weekly at the Downtown DeWitt Farmers Market. 40% or less is purchased from another Michigan grower or wholesaler. **

****Seed, plant, and transplant receipts and copies of seed packets are required to verify produce grown by farmer. Farm Visits by the Downtown DeWitt Farmers Market Management may occur to verify farm products authenticity and origin if warranted.**

Food Producer/Ready Made Food (state licensed kitchen facility): 100 % of income is the result of sales of licensed prepared food or drink, value-added products, or processed goods resulting from animals raised by their business.

Food Producer (non-licensed kitchen facility/cottage food): 100 % of income is the result of sales of MI Cottage Food eligible food or drink, value-added products, or processed goods resulting from animals raised by their business.

Crafter/Artisan: Handcrafted, limited quantity products. These goods are the result of a process, using skilled trades or traditional methods, from idea to end product. All items must be handcrafted; no products may be commercially manufactured.

Other Describe: _____

Note – there may be additional Special Events for certain Farmers Market dates. Please get updated event information from Farmers Market Manager, the website <http://www.dewittdda.org>, click on the Farmers Market Tab or the Events” tab, or “Like” the Facebook Page “Downtown DeWitt Farmers Market”.

Owner & Business Name: _____

2017 Market Dates: Please circle the dates you will be attending the market. There are 18 markets for 2017. Note the Annual DeWitt Car Cruise-In is scheduled for Tuesday, June 20 – this will require the Farmers Market to move to an alternative location – on East Main Street (same as 2016), which is East of Bridge Street. There will be no market on Tuesday, July 4, 2017 in observance of Independence Day.

*June 6	June 13	***June 20	June 27
	July 11*	July 18	July 25
*August 1	August 8	August 15	August 22
August 29	*September 5	September 12	September 19
September 26	*October 3	*October 10	

*Denotes Kid's Activity Day at the Market.

***June 20 farmers market will have a temporary location in Downtown DeWitt (along Main Street, East of Bridge Street), due to the 14th Annual Downtown DeWitt Classic Car Cruise-in, which will run 6-8pm.

I wish to be a single stall 2017 Seasonal Market Vendor. The Seasonal Rate is \$185.
Please indicate stall location preference _____ (1st choice) _____ (2nd choice)

I wish to be a single stall 2017 Daily Market Vendor. The Daily Rate is \$12/market. Stall locations are determined on a weekly basis. Daily vendors are not guaranteed a spot in each market.

I wish to be a double stall 2017 Seasonal Market Vendor. The Seasonal Rate is \$370.
Please indicate stall location preference _____ (1st choice) _____ (2nd choice)

I wish to be a double stall 2017 Daily Market Vendor. The Daily Rate is \$24/market. Stall locations are determined on a weekly basis. Daily vendors are not guaranteed a spot in each market. Please note: nothing larger than a double stall space is available for daily vendors. If your spacing needs extend beyond a double space, please communicate with the Market Manager, additional fees and special arrangements may be made at the Market Manager's discretion, pending availability.

I wish to be a triple stall 2017 Seasonal Market Vendor. The Seasonal Rate is \$555. Please note: nothing larger than a triple space is available for seasonal vendors.

I will need electricity.

Owner & Business Name: _____

2017 Product Plan

Please mark all items that you produce and plan to bring to the market.

Please indicate items which you do not produce but will be bringing with an ****asterisk****

Fruits and Vegetables:

- | | | |
|--|--|---|
| <input type="radio"/> Apples | <input type="radio"/> Flowers (Cut) | <input type="radio"/> Peppers (Hot) |
| <input type="radio"/> Apricots | <input type="radio"/> Flowers (Potted) | <input type="radio"/> Peppers (Sweet) |
| <input type="radio"/> Artichoke | <input type="radio"/> Garlic | <input type="radio"/> Plums |
| <input type="radio"/> Asparagus | <input type="radio"/> Gourds | <input type="radio"/> Potatoes |
| <input type="radio"/> Arugula | <input type="radio"/> Grains: | <input type="radio"/> Pumpkins |
| <input type="radio"/> Bok Choi | <input type="radio"/> Grapes | <input type="radio"/> Purslane |
| <input type="radio"/> Basil | <input type="radio"/> Green Beans | <input type="radio"/> Radishes |
| <input type="radio"/> Beans | <input type="radio"/> Ground Cherries | <input type="radio"/> Raspberries |
| <input type="radio"/> Beets | <input type="radio"/> Herbs: | <input type="radio"/> Rhubarb |
| <input type="radio"/> Blackberries | <input type="radio"/> Kale | <input type="radio"/> Rutabaga |
| <input type="radio"/> Blueberries | <input type="radio"/> Kohlrabi | <input type="radio"/> Scallions |
| <input type="radio"/> Broccoli | <input type="radio"/> Leeks | <input type="radio"/> Spinach |
| <input type="radio"/> Brussels Sprouts | <input type="radio"/> Lettuce | <input type="radio"/> Squash (Summer) |
| <input type="radio"/> Cabbage | <input type="radio"/> Melons | <input type="radio"/> Squash (Winter) |
| <input type="radio"/> Cantaloupe | <input type="radio"/> Mulberries | <input type="radio"/> Strawberries |
| <input type="radio"/> Carrots | <input type="radio"/> Mushrooms | <input type="radio"/> Sweet Potatoes |
| <input type="radio"/> Cauliflower | <input type="radio"/> Mustard Greens | <input type="radio"/> Swiss Chard |
| <input type="radio"/> Celery | <input type="radio"/> Okra | <input type="radio"/> Tomatoes (Cherry) |
| <input type="radio"/> Cherries | <input type="radio"/> Onion | <input type="radio"/> Tomatoes |
| <input type="radio"/> Collards | <input type="radio"/> Parsley | <input type="radio"/> Tomatillos |
| <input type="radio"/> Corn: | <input type="radio"/> Parsnips | <input type="radio"/> Turnips |
| <input type="radio"/> Cucumber | <input type="radio"/> Peaches | <input type="radio"/> Watermelon |
| <input type="radio"/> Currants | <input type="radio"/> Pears | <input type="radio"/> Yams |
| <input type="radio"/> Eggplant | <input type="radio"/> Peas | <input type="radio"/> Zucchini |

Value Added Products: (some items are subject to licensing and labeling requirements)

- | | | |
|---------------------------------|---|-------------------------------|
| <input type="radio"/> Beef | <input type="radio"/> Fruit/Vegetable Butter: | <input type="radio"/> Pork |
| <input type="radio"/> Butter | <input type="radio"/> Honey | <input type="radio"/> Pickles |
| <input type="radio"/> Chicken | <input type="radio"/> Honeycomb | <input type="radio"/> Salsa |
| <input type="radio"/> Cheese: | <input type="radio"/> Juice | <input type="radio"/> Soap |
| <input type="radio"/> Dry Mixes | <input type="radio"/> Jelly/Jam: | |
| <input type="radio"/> Compost | <input type="radio"/> Maple Candies | |
| <input type="radio"/> Eggs | <input type="radio"/> Maple Syrup | |

Please describe your growing practices _____

Plant starts: _____

Other (Be Specific): _____

