



# FRANKFORT FARMERS MARKET

## 2021 Registration

Vendor Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_ County \_\_\_\_\_

Email \_\_\_\_\_

Website \_\_\_\_\_

Phone \_\_\_\_\_ Emergency Contact Number \_\_\_\_\_

Products \_\_\_\_\_

If you need more room to list your products, please use the back of this form.

If you are a Crafter/Artist please send in at least three pictures of your work. We will only be allowing items that you make; **no resale items will be allowed in the market this year.**

Dates you would like to attend the market: \_\_\_\_\_

Booth Preference (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

By signing below, you acknowledge that you have read and agree to abide by the Frankfort Farmers Market Regulations. In addition, you agree to comply with licensing and/or health and food regulations. Vendors are responsible for their own liability coverage and are not protected under the liability insurance of the City of Frankfort. You enter with your own insurance coverage and responsibilities, food liability and licenses.

A \$10 registration fee will be collected on your first market

- I have a Food License and will display it
- I have a State Sales Tax License
- I have a \_\_\_\_\_ Certificate/License

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to [FrankfortMichiganFarmersMarket@gmail.com](mailto:FrankfortMichiganFarmersMarket@gmail.com) or mail to the City of Frankfort/ Farmers Market: P.O. Box 351, Frankfort, MI 49635; physical address is 412 Main Street.

Lurette Frost@ 719-588-9417/ Laural Wayna (231) 383-3039 / Shannon Spencley at the City of Frankfort @ 231-352-7117 with any questions.

## Frankfort Farmers Market 2021 Regulations

### For Vendors selling Farm Products:

1. All farm products must be grown in the five “local” counties: Benzie, Leelanau, Grand Traverse, Wexford, and Manistee
2. A list of all produce must be provided with your registration. If you would like to add a product to your booth, please contact the Market Masters.
3. All farms participating in the Frankfort Farmers Market must agree to have your farm and greenhouses inspected by the Market Master and/or a designated farm professional.
4. All produce offered for sale in your booth must be grown on the farm(s) belonging to the registered vendor with the following exception: *You may sell produce grown by other farms in the five county “local” area if:*
  - a. Every farm whose products you sell agrees to a farm inspection
  - b. You mark any products in your booth that you did not grow with the name of the farm where it was grown.
5. If you sell any “foraged” products, such as mushrooms or berries, these must be marked clearly as “foraged” or “picked in the wild” and you must have a certification.
6. “Price Wars” are not allowed in the market. You must post all your prices and leave them unchanged until the last half hour of the market at which time you are welcome to “clearance” out your booth.

### For Artists and Craftspeople

1. The majority of all items in a booth must be handcrafted (value added) by the vendor(s).
2. You may include items handcrafted by friends or family in your booth, but no “resale” items. Items that you purchased from someone else are not allowed.
3. Since “resale” can be a tricky concept, products, including but not limited to, the following materials or processes must be approved on a case-by-case basis:
  - a. Tie dye or batik
  - b. Embroidery
  - c. Silk screening
  - d. T-shirts
  - e. Dish towels, pot holders, or regular towels
  - f. Tote bags (unless hand made by the vendor)
  - g. Glass or china
  - h. Repurposed clothing (except felted wool)
  - i. Dried flowers

4. Any items handcrafted by somebody else should be labeled with the name of the artist or craftsman.
5. "Touristy" products such as T-shirts or baseball caps with phrases such as "Up North" or "Frankfort" are not allowed as this would compete with local merchants.
6. All vendors must turn in a list of the items they will have for sale in their booth and at least three pictures with their 2021 registration.

## **General Regulations for all Vendors**

- The Frankfort Farm Market will be held from the first Saturday of May through the second Saturday of October from 9:00 AM to 1:00 PM in Frankfort's Open Space Park on Main Street between 7<sup>th</sup> and 9<sup>th</sup> Streets.
- All vendors are expected to arrive in time to be set up so that they can open their booths promptly at 9:00. (You may open earlier if you wish; we often have customers that arrive before 9:00.).
- Unless you are a farm booth that completely sells out, please plan to stay until 1:00 pm. It looks bad when people are packing up while we are still officially "open."

## **Registration/Fees:**

- All vendors must fill out a 2021 registration form and pay the \$10.00 registration fee prior to attending the market.
- Seasonal vendor fees will ensure the use of a consistent booth space. Please send the seasonal payment with your registration.
  1. **May 1 to Oct. 9 – 24 weeks for \$400**
  2. **May 29 (Memorial Weekend) – September 5 (Labor Day Weekend) – 15 weeks for \$270.**

\*\*\*\*\* **DAILY FEE IS \$20.00**

## **Booth Assignment and set-up:**

- If you were previously a seasonal vendor, the Market Master will attempt to assign the same space as the prior year with prepayment of the seasonal fee. Payment is due by April 15<sup>th</sup>, 2021
- If you will be an occasional vendor this summer, you will need to register and contact Lurette or Laural by 5:00 p.m. the Wednesday prior to your arrival. You will receive your booth number Friday evening.
- Booth spaces are approximately 12' x 12' – but there is some variation and some spaces are flatter or more shaded than others. Please set up between the numbers painted on the sidewalk. A side = street side/B side = bay side.

- Vendors must furnish their own tables, chairs, canopies, etc. Table clothes and attractive signs are encouraged. Please make sure your entire setup is contained within your booth area and please leave **at least a two foot space** in front of your table/**canopy** for customers so they won't block the sidewalk while making purchases.
- **Plan on wind!!! Bring stakes, tie downs, and weights for your tent!!! REMEMBER, YOU are responsible for any damage done by your equipment.**
- Please clean up your booth space before you leave the park – thanks!

**Cancellations:**

- **Seasonal Vendors** must be on their space or let the Market Master know that they will be late by 8:30 AM or the space will be reassigned to an occasional vendor for that Saturday.

**Parking:**

- Once you know your booth number and location you can drive carefully onto the grass of the open space and back up to your space to unload. You can park briefly on Main Street to unload, but do not leave your vehicle there. Those spaces are for customers.

**Licensing Requirements:**

- Vendors are required to have all necessary State and Federal licenses and are responsible for displaying them. The Frankfort Farm market is not responsible for non-licensed vendors and they will be asked to leave without refunds.

***Other Important Rules:***

- **NO SMOKING IS ALLOWED INSIDE THE MARKET.**
- **NO VENDOR PETS AT THE MARKET.**
- **NO UNPROFESSIONAL BEHAVIOR.**

For more information:

please contact Lurette Frost at (719) 588-9417 or Lural at (231) 383-3039

[frankfortmichiganfarmersmarket@gmail.com](mailto:frankfortmichiganfarmersmarket@gmail.com)