**Holly Farmers Market**

**Vendor Packet 2022**

Sundays 10:00am- 2:00pm

May 1st - October 23rd Crapo Park Holly, MI

**Instructions:**

Fill out and return pages 1 and 2 by mail or email to the Market Manager. Keep pages 3,4 and 5 for your records. DO NOT send applications to the Village of Holly . Please send all the paperwork to the market manager.

Vendor/Farm Name

Contact Name

Address

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facebook\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Website \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Check all applicable categories. Vendors are subject to approval by the Holly Farmers Market market manager. Produce must be grown in Michigan. Artisans must make their own goods. Prepared food vendors must have appropriate licensing. All food maple syrup, honey, cheese, nuts must be made in Michigan.

**Vendor Type: Products:**

\_\_\_\_\_\_\_\_\_\_ Produce \_\_\_\_\_\_\_ Fruits, Vegetables \_\_\_\_\_\_\_\_ Tea/ Coffee \_\_\_\_\_\_\_\_ Meat

\_\_\_\_\_\_\_\_\_\_ Artisan \_\_\_\_\_\_\_ Jelly, Jams \_\_\_\_\_\_\_\_ Baked Goods \_\_\_\_\_\_\_\_ Cut Flowers

\_\_\_\_\_\_\_\_\_\_ Candles \_\_\_\_\_\_\_ soap bath bombs \_\_\_\_\_\_\_\_ Other Plants \_\_\_\_\_\_\_\_ Prepared Food

| **2022 Booth Fees** | | |  |
| --- | --- | --- | --- |
| **Size** | **Daily** | **Daily/ with 14 days or more commitment** | **seasonal** |
| **10 x 10** | **$20** | **$15** | **$300.** |
| **10x20** | $30 | $ 25 | $430. |
| **Food Vendor with tent only** | $25 | 5 or more days commitment $20 |  |
| **Food truck** | $30 | 5 or more days commitment $25 |  |

SEASONAL IS THE BEST VALUE : 10X10 ($11.50 per week) 10X20 ( $16.50 per week) MUST BE PREPAID FOR DISCOUNT

Seasonal fees are due at the time of application , arrangements can be made. Fees and paperwork must be submitted by noon Tuesday prior to the first market you wish to attend. After you have been approved, you may attend the market on a “drop in” basis if space is available , by contacting the market manager by Friday before the date you want to sell .

There will be 3 options for booth fee payments this season. Pay daily , pay daily with at least a 14 day commitment or prepay seasonal. We are flexible; please contact the market manager if you have any questions about payment.

\_\_\_\_\_\_\_\_\_\_\_ 10X10 Space DAILY \_\_\_\_\_\_\_\_\_\_\_10 X20 Space DAILY

\_\_\_\_\_\_\_\_\_\_\_ 10 X10 Space COMMITMENT \_\_\_\_\_\_\_\_\_\_\_ 10X20 Spaces COMMITMENT

\_\_\_\_\_\_\_\_\_\_\_ 10 X10 space SEASONAL \_\_\_\_\_\_\_\_\_\_\_ 10X20 SEASONAL

Food Tent DAILY Food Truck DAILY

Food Tent 5 or more dates Food Truck 5 or more dates

**Days Requested**

**May 1st , 8th, 15th, 22nd, 29th**

**June 5th, 12th, 19th, 26th**

**July 3rd, 10th, 17th, 24th, 31st**

**August 7th, 14th, 21st, 28th**

**September 4th, 11th, 18th, 25th**

**October 2nd, 9th, 16th, 23rd, (30th extra weather permitting)**

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I understand and agree to all of the following:

1. I understand by not filling out the peddler permit, vendor application and signing this agreement that I may not be allowed to participate in the market.
2. I understand that photographs and video may be taken, and approve of their use for promotional media.
3. Holly Farmers Market and the Village of Holly are not responsible for lost, damaged, or stolen items.
4. This application is valid for the 2022 Holly Farmers Market season.
5. This vendor agrees to hold harmless Holly Farmers Market, the Village of Holly and any/all market volunteers and associates.

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Name (Print) Name of Business

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

Provide copies of all current and valid licenses, registrations, certifications, or permits required to operate your business with this application form.

**Submit Application and email or mail to : Farmers Market Manager Website:** [**www.hollyfarmersmarket.weebly.com**](http://www.hollyfarmersmarket.weebly.com) **Diana Regan Email:**[**hollyfarmersmarket@gmail.com**](mailto:hollyfarmersmarket@gmail.com) **2620 W. Wardlow Rd Facebook: “Holly Farmers Market” Highland, MI 48357**

**Market manager Diana Regan 248-388-7404 Please make checks out to Holly Farmers Market**

**call or text**

**Market Rules - Retain for your Records**

**Refund Policy:**

Refunds after the opening of the market will be determined by the market manager on a case-by-case basis. Due to upfront advertising costs of the market, most cases will NOT result in a refund.

**Inclement Weather Policy:**

Market will be operated rain, or shine. Market will be canceled if there is an active thunderstorm or tornado warning.

Remember Holly customers are very dedicated and will come out in the rain.

**Absence Policy:**

Planned absences should be communicated to the Market Manager NO LATER than the Friday prior to the missed market. Communication prior to the market start is appreciated. Emergencies happen and we understand that. However we can not have multiple late or days of cancellation by a vendor. This may result in a re-evaluation of your contract. A vendor who has signed up for the 14 or more day commitment must have good attendance. 3 missed days or lat

cancellations will result in a re-evaluation of the vendor's contract, possibly going to the daily $20 fee. Daily only vendors must be in good standing to confirm their spot. Some days we will have a vendor waiting list . Please be considerate

**Day Of Market Guidelines:**

Vendors may begin setup two hours (8 am) prior to market start time. If you need more time to set up your booth, contact the Market Manager or Day-of Coordinator. Early vendors may pull up on the grass to load/unload, late vendors may need to carry their items. All vendor vehicles must be moved off the grass unless previously arranged. There is a gravel parking lot available for vendor parking located on the other side of the train tracks. PLEASE move your vehicles there. ( produce vendors may leave their vehicle behind them ) We will do my very best to grant your request such as working out of your vehicle, keeping your vehicle in your spot ( special needs only). However with 70 + vendors it will only be possible for some. Please indicate on your application your request. We need all the possible spots in the paved lot for customer parking. If a vendor is continuously not moving their vehicle this may lead to re-evaluating their contract. Vendors must provide their own equipment; Holly Winter Market will not provide booths, tables, etc. No electricity will be available at the market. Generators are welcome as long as they are not too noisy.

No booths are allowed within 50 feet of active train tracks. Outdoor tents MUST be weighed down on each leg to prevent wind gusts from causing damage. Due to the compacted soil, weights must be used instead of anchors/spikes. Vendors must conduct their operation within the area indicated on their application.

Booth signage is required with the name of business and location. All products must have prices indicated. Prepared food must follow all state and local laws with correct ‘cottage food’ labeling and/or applicable licenses. All bakers must pre package their product or have it in a display case. NO open unwrapped baked goods can be sold. If your product requires licensing, a copy of all necessary documentation must be returned with this application. Vendors are responsible for their own sales tax, licenses, insurance, fees, and permits for operation, and will abide by all local, state and federal laws. Vendors who sell food products under Michigan Cottage Food Law must meet all state regulations for labeling. Sampling can be done but MUST follow the MDARD rules including pre packaging and or gloves.

No vendors' pets are allowed in the market area. This was a slight issue last season. We do allow customers' pets into the market. No smoking is allowed in the market area.

Flags will be marking off the vendor spots on the grass and chalk # written on the parking lot spots. Also a vendor map will be sent out on Saturday evening before the market, approximately 8pm.

Vendors must remain in the market until 2:00 pm, no early departures . Emergencies or one time arrangements can be made. Vendor’s area must be cleaned of trash and debris before leaving the market.

This is a very friendly market and vendors get along very well for the most part. Any vendor disrespecting , harassing , bashing or yelling at any other vendor or market staff will not be tolerated. At times we may have to adjust the vendor booth placement. Either moving up or down a bit in the rows, running a third row down the center of the grass or moving your vendor spot for that day. Please do not get angry with market staff or the vendor you are placed by. Your opinions as vendors are taken into consideration. However, it will ultimately be the market manager's decision where to put a vendor or to run a center row on the grass. If you have an issue with vendor placement PLEASE address them to the market manager privately .

**Termination Policy:**

The Market Manager has the authority to terminate any contracts. Serious offenses, including harassment to a vendor or any market staff, will result in immediate termination without refund. Minor offenses, including tardiness and absences, will be given a three strike policy. If you leave early without talking to the Market Manager, your vendor contract will be terminated.Any offenses will be discussed with the offender. Any complaints will be kept confidential. It is the goal of Holly Farmers Market to be as fair as possible, to both customers and vendors.

**Contact Information**

Market Manager: Diana Regan (248) 388-7404

Assistant Market Manager: Alyssa Regan

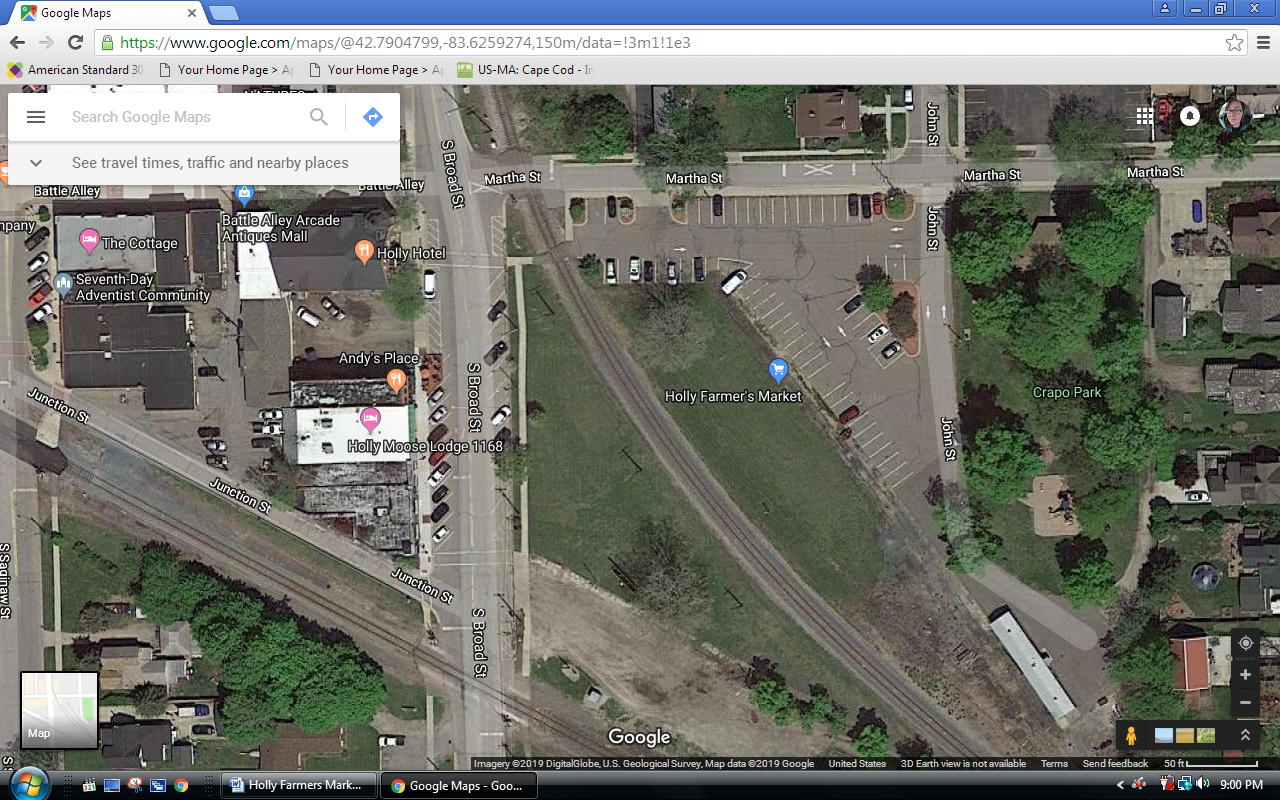
Day-Of Coordinator: Diana Regan (248) 388-7404

Website: www.hollyfarmersmarket.weebly.com

Email: hollyfarmersmarket@gmail.com

Facebook: “Holly Farmers Market”

Instagram: “hollyfarmersmarket”



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