

# READING CHAMBER OF COMMERCE FARMERS AND ARTISANS MARKET GUIDELINES AND APPLICATION FORM 2022

## Location

- Michigan Street Pavilion, Reading - this is in an area with a roof, but open sides

## Days and Date of Operation

- The first Market day of the season will be Saturday, June 4th, 2022 until at least the end of September. In the past, depending on weather the Market has been continued through October on Saturdays only.

## Hours of Operation

- Tuesdays - set up at 3:00pm, Market begins at 4:00pm to 7:00p, tear down will be completed by 8:00pm
- Saturdays - set up at 8:00am, Market begins at 9:00am to 1:00pm, tear down will be completed by 2:00pm

## Fees

- Farmers and Artisans - \$25 for the season
- Small Business Vendors (SBV) - \$5 each Market or \$50 for the season

## Goal

Our goal for this Market is to support local food producers, artisans, and small business owners by encouraging local sourcing and a platform to sell their items. Our intent is to offer a diverse range of items, but also to support multiple similarly talented individuals.

## Display Space

- Spaces at this time will be first come, first serve
- Spaces will be approximately 10'x10'

## Product Display

- All vendors are responsible for tables, chairs, and any displays for their products
- All displays must be within the assigned area for that vendor
- Vendors at all times will conduct themselves in a pleasant, courteous manner within the market area
- Vendors are asked to not bring any animals unless it is a certified service animal with appropriate paperwork

## Product

- This is not a juried market, several vendors may have similar products
- Product must be approved by the Marketing Committee before placement in the market, photographs or samples are acceptable
- Products for the Farmers and Artisans Market are limited to their produced items, including but not limited to:
  - Fruits, vegetables, plants
  - Homemade food items
    - Label must include ingredients and FDA inspection information
      - If considered a "Cottage Cook" (cooked in a home) the label must say "Made in a home kitchen that has not been inspected by the Michigan Department of Agriculture and Rural Development"
  - Hand crafted items
    - Jewelry

- Yarn
- Hand bags
- Creams and salves
- Clothing items
- No sale of animals will be permitted
- Products from third party vendors are considered Small business items

#### Market Regulations

- The Market Committee will not set pricing, but fair market pricing is expected
- Participants are responsible for keeping their area clean, attractive, and in good sanitary conditions
- Any and all participant generated waste must be removed from the market when they leave, this includes animal waste from service or transportation animals
- New participants must complete the application and return it with photographs or samples of items. Previous market participants must complete an application.
- Participant compliance with all Federal, State, and Local regulations is mandatory and implied. Participants of regulated products are obligated to know, understand, and comply with the regulations which govern their product.
- No alcoholic or THC items allowed for sale or to be consumed at the Market
- The Market is not responsible or liable for transactions made between buyers and sellers
- The Market is not responsible for loss, stolen, or damaged items
- Rules are subject to change
- The Market Committee reserves the right to expel or refuse admittance to any participant or customer who exhibits disruptive behavior at the Market or violates any of the rules listed above

#### Dispute or Concerns

- All disputes shall be settled by the Market Committee
- Any participant in violation of the rules is subject to suspension as determined by the Market Committee and space fees shall be forfeit
- The direction of the Market Committee must be complied with in all matters pertaining to the operation of the Market. Complaints or appeals concerning the actions of the Market Committee may be made in writing to the:

Reading Chamber of Commerce  
Farmers and Artisan Market  
PO Box 413  
Reading, MI 49274

To contact us for information and questions, please use the following:

Mail - address above

Email - [rcocfarmersmarket@gmail.com](mailto:rcocfarmersmarket@gmail.com)

Facebook - Reading MI Farmers Market

\*Due to the Covid-19 Pandemic, we will be adhering and enforcing local Health Department recommendations

# Reading Chamber of Commerce Farmers and Artisans Market 2022

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Applicant Name

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Business Name, if applicable

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Mailing Address

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Phone \_\_\_\_\_ Texting Yes No (please circle one)

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Email

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Website

Please list items to be sold at the Market (previous participants need not submit photos) and include a photo or arrange for approval in person. Items can be added with the approval of the Marketing Committee appointed by the Reading Chamber of Commerce (Marketing Committee)

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Please make checks payable to: The Reading Chamber of Commerce

Please submit completed application with photographs or arrange for the Marketing Committee to view samples to:

Reading Chamber of Commerce  
Farmers and Artisan Market  
PO Box 413  
Reading, MI 49274

\_\_\_\_\_ \$25 seasonal fee (Farmers and Artisans)

\_\_\_\_\_ \$5 weekly or \$50 seasonal fee (SBV)

By signing below, you acknowledge the rules and guidelines of The Reading Chamber of Commerce Farmers and Artisans Market

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Signature

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Date