



Middleville Downtown Development Authority

100 E. Main Street * P.O. Box 69 * Middleville, MI 49333-0069
 PHONE (269) 795-3385 * FAX (269) 795-8889

VENDOR APPLICATION

2019 Summer/Fall

2019 Market on Main

Please fill out the information requested below so we can provide you with mailings, market promotional materials, and ads.

FOR OFFICE USE ONLY

Date received: _____

Cash Check # _____

Receipt # _____

Vendor last name First name Business name (if applicable)

Email Website Facebook

Mailing address (Street, Apt., PO Box) City State Zip Code

() () ()

Home phone number Work phone number Cell phone number

Emergency contact ()
 Phone number

Produce and Craft Vendors rent fee:

- \$120.00** per season
- \$30.00** per month
- \$10.00** for one day only

Meet the Market Master:

Megan Lavell
 (269) 908-6131
lavellm@villageofmiddleville.org

Please *circle* the dates you will participate in the Market on Main

Fridays 8 am – 1 pm
rain or shine

May	10	17	24	31	August	2	9	16	23	30
June	7	14	21	28	September	6	13	20	27	
July	5	12	19	26	October	4	11	18	25	

Request season vendor space number:

Market on Main Vendor Product Declarations

Vendors:

Vendors are persons who agree to comply with the Middleville Farmers and Crafters Market Rules, have been assigned space in the Market on Main, and agree to sell only products allowed by these rules. Non-profit organizations may qualify as a vendor.

Vendor category (check all that apply)

Vendor's name: _____

_____ **USDA Certified Organic:** must submit evidence and certifications before selling under this claim

License number: _____ (please include copy of license)

_____ **Farmer/Grower "Homegrown"** or self-produced by vendor in Michigan
Locally grown produce, fruits, vegetables, plants, flowers, grains, bedding plants, potted plants, seeds, cuttings, bulbs, bare roots, herbs, and the like

_____ **Food Vendor:** fresh eggs, baked goods, honey, jam, jellies, and highly acidic canned good are acceptable if produced in a licensed establishment. *All baked goods must be labeled with the name of the product, net weight (or count), ingredients in order of predominance, and baker's name and address.* **Cream filled pastries, custards, or items filled with dairy products are NOT acceptable unless the items were made in a licensed kitchen with the proper licenses obtained.** Compliance with all Health Department and Department of Agriculture guidelines and restrictions is the sole responsibility of the vendor. Any other foods items must be approved by the Master Market.

_____ **Artisan, Specialty, Crafter:** homemade product produced by the vendor from raw materials, no manufactured or factory-made items. Permission to sell must be approved by the Market Master prior to set up. The main function of the Market on Main is to sell homegrown produce and handmade crafts and arts.

_____ **Non-profit:** one-time or limited-time community education and information guest may attend and set up a table or booth at the Market on Main for community education or information purposes at the discretion of the Market Master. Guests are responsible for their own tables and chairs, unless otherwise stated.

Please select the produce or products you plan to sell (check all that apply)

Describe in detail if needed: _____

_____ Fresh vegetables

_____ Baked goods

_____ Meat, eggs, dairy

_____ Fresh fruits

_____ Potted herbs

_____ Flowers & plants

_____ Cut herbs

_____ Dried herbs

_____ Artisan, Crafts

ADDITIONAL COMMENTS:

Vendor Responsibilities:

- **Market vendors are NOT allowed to buy and resell items from non-market vendors without the approval of the Market Master. The Market Master does have complete authority to approve or disapprove any items to be sold in the Market on Main.**
- Prices of all products for sale must be clearly marked.
Assure safety of products being sold.
- Comply with local, state, and federal regulations applicable to food safety.
- Cooperate with the Market Master regarding use of property, use of parking spaces, etc. Maintain a clean vending area, dispose of all refuse and trash at direction of the Market Master and take care not to deface or damage any property.
- Vendors shall hold the Market Master, the Middleville Downtown Development Authority, and the Village of Middleville harmless from any liability whatsoever that result from their activities at the Market on Main.
- It is recommended vendors display produce and wares on tables for convenience of market patrons.
- Vendors must sign a vendor application/agreement with the Market Master, not less than one week prior to their first date at the Market on Main.

Please list the full names of those who will be assisting you at your lot during the market season:

1. _____ 2. _____
 3. _____ 4. _____

Initial next to EACH statement that you understand and agree to rules, responsibilities, and regulations of the Market on Main.

- _____ I understand and agree to the rules of the Market on Main. I also understand and agree that any infraction of the Market on Main rules, by me, my employees, or agents will subject me to the loss of my Market on Main permit issued by the Middleville Downtown Development Authority and forfeit all monies paid.
- _____ I will train my business employees so that they are familiar with and adhere to the Market on Main rules, responsibilities, and regulations.
- _____ I will clearly label the point of origin for all products I sell. I will only label "Homegrown" when the item is grown by my business.
- _____ I will provide copies of all applicable business and food licenses with this application.
- _____ I will submit data to the Market Master on a monthly basis as requested by the DDA.
- _____ I will complete a survey for evaluation purposes at the end of the season providing feedback for the Market on Main.

Vendor Assurance: The undersigned vendor at the Middleville Market on Main agrees without condition to abide by the Market on Main rules, responsibilities, and regulations and hold the Market Master, Downtown Development Authority, and the Village of Middleville harmless from any liability related activities at the Middleville Market on Main.

Vendor Signature

Date