

City of Lathrup Village

Farmers Market Rules and Regulations 2018

We Have A Space Reserved For You!

The City of Lathrup Village would like to invite you to participate in the Lathrup Village Farmers Market. Our goal is to strengthen and support local farmers, producers & small entrepreneurs, provide access to fresh healthy foods, while bringing people together in a community activity to stimulate & support the Lathrup Village's City Center making the Farmers Market a weekly destination.

Weeks: May 16 – October 10, 2018

Day: Wednesdays

Market Hours: 3:30pm-7:00pm

Market Location: The market is located on the city's municipal grounds and central park, in the heart of Lathrup Village at 27400 Southfield Road. Bordering the City of Southfield, and is close neighbors with Berkley, Beverly Hills and Huntington Woods. With access to I-696, and is situated along the heavily traveled Southfield Road carrying 50,000+ vehicles daily for increased visibility.

How Is The City Going To Promote:

- Street pole banners in the center city (12)
- 15 Farmers Market corner signs throughout the city and intersections
- Weekly "Notify Me" emails/ updates sent out to the public
- Displays and flyers sent out to our local businesses, senior housing and more
- Newspaper inserts 98,000 households projected circulation featuring market vendors + photo's
- Press releases to local newspapers
- Incentive coupons for shoppers to redeem at the market
- Local health department, MSUE, Head Start programs and more
- WEBSITE: www.lathrupvillage.org
- Listing of vendors with pictures and shopping list of available product
- Facebook Page and Twitter

The Lathrup Village Farmers Market is proud to accept
SNAP, WIC, Senior Project Fresh, and Credit at the central information station.

How To Contact Us:

Phone: 248-557-2600 ext. 224

Fax: 248-557-2602

Email: recreation@lathrupvillage.org

Website: www.lathrupvillage.org

Molly Tamsen Lathrup Village Recreation, 27400 Southfield Road, Lathrup Village, MI 48076

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What Can Be Sold:

The market wishes to encourage economic growth in the state of Michigan, and therefore will favor those vendors that are directly involved with their product. Examples include but are not limited to:

- Plants, Flowers, Fruits, Vegetables, Meats
- Food Items: Baked goods, Eggs, Honey, Jellies, Jams, Sauces, Salsa's, Cheeses, Spices and more
- Artisan Vendors: Woodworks, Garden Décor, Iron Works, Soaps, Baskets, Candles

Sampling:

All samples served at the market site must be prepared in a **State Certified Kitchen and Follow Oakland County Health Department Rules.**

Market Vendor Application:

All vendors wishing to participate must complete and return the Application and Confirmation Agreement.

Community Organizations:

All non-profit and community organizations must fill out an application and be approved. Up to two organizations will be allowed per week. Examples: scout troops, sports boosters, health organizations, etc.

Rules and Regulations:

- All vendors are responsible for maintaining required licensing through the Oakland County Health Department, State of Michigan & United States Department of Agriculture. All products sold must meet state and federal regulatory guidelines.
- Cottage Law products must meet all state labeling requirements.
- All vendors must call 248-557-2600 ext. 224 one day before if you are unable to attend, and 248-520-0618 the day of.
- Displays are expected to be neat, attractive and in good repair.
- No alcoholic beverages, use of abusive language, hawking customers or vendor pets allowed.
- No smoking in the market area. Please seek out designated smoking area only.
- Set up begins at 2:00pm. All vendors must arrive no later than 3:00pm and be set up no later than 3:30pm.
- After set up, vendors will be required to park in the designated vendor parking area. Discuss your parking needs with Lathrup Village Parks and Recreation 248-557-2600 ext. 224 or email: recreation@lathrupvillage.org
- Vendors are responsible for set up, clean up and removal of own trash.
- Vendors are **expected to stay open for business during all market hours.**
- Booths must be within the parameters of the space selected on application.
- You are responsible for collecting and reporting any and all sales tax as it pertains to your business.
- The Market will take place rain or shine, with the exclusion of threatening weather.
- Food vendors must obtain a permit to operate a temporary food service establishment for Oakland County Health Department if necessary.