



Downtown Development Authority

2021 Romulus Farmers Market Application

Vendor Information

Business Name: _____
 Name: _____
 Address: _____ City: _____ Zip: _____
 Phone Number: _____ Cell Phone: _____
 Email: _____
 Website: _____ Social Media: _____

Number of 10' x 12' Spaces Needed: _____
 Do you accept credit/debit cards? Yes _____ No _____
 Do you accept Electronic Bridge Cards (EBT)? Yes _____ No _____

Dates

Check all the dates that you will be in attendance.
 (Dates Subjective To Change)

	Family Fun Friday	Sounds in the Downtown		Movies in the Park
June	<input type="checkbox"/> June 4	<input type="checkbox"/> June 11	<input type="checkbox"/> June 25	<input type="checkbox"/> June 18
July	<input type="checkbox"/> July 2	<input type="checkbox"/> July 9	<input type="checkbox"/> July 23	<input type="checkbox"/> July 16
August	<input type="checkbox"/> August 6	<input type="checkbox"/> August 13	<input type="checkbox"/> August 27	<input type="checkbox"/> August 20

Market Rates

Daily Rate	Four Weeks	Full Season
\$10.00/space	\$30.00/space	\$70.00/space

Vendor fees due by **6:00 p.m. on each Market Day** that you chose to attend.
Full Season rate must be paid in full by first market date.

Products to be Sold

Please list all items and a description of everything you intend to sell. You may attach an extra sheet and/or pictures, if needed.

Fruits:

Vegetables:

Dairy Products:

Baked Goods:

Meats:

Flowers/Plants:

Preserves/Honey:

Herbs/Spices:

Prepared Foods:

Crafts:

Others:

Produce vendors are permitted to supplement with U.S. grown produce for the month of **JUNE ONLY**. All produce sold after that month must be grown in the State of Michigan.

Do you intent to supplement with nationally grown produce during the month of June? Yes____ No____

Licensing/Insurance

Vendors must have a current and valid copy of any and all licenses and permits necessary for their operation to participate in the Romulus Farmers market. *Not all vendors need a licenses, but if you are required to have one, please provide a copy.*

Vendors are also encouraged to have their own insurance against any liabilities. *You are not required to have insurance (although recommended), but please provide a copy if you do.*

I am require by the State of Michigan to be licensed for my business.

Please attach copies of current licenses.

I carry general liability insurance or product liability insurance for this business/farm.

Please attach a copy of your certificate of insurance.

I am a certified Organic Grower.

Please attach a copy of your certificate.

Hold Harmless Agreement/Release of Liability

In consideration of the Romulus Farmers Market, the Romulus DDA, and the City of Romulus permitting my minor child **and/or** myself _____ to participate in the Farmers Market, I and/or the undersigned parent or legal guardian do hereby represent that he/she is in fact acting in such capacity, hereby assume all risk and liability out of my/my minor child's participation in the Romulus Farmers Market. I also agree to hold harmless and indemnify the Romulus Farmers Market Managers and Assistant Managers, Romulus DDA, City of Romulus, participating property owners, City of Romulus elected officials, agents, employees, and volunteers from all liability and responsibility whatsoever from injury (including death), to persons, and for any damage to any City of Romulus property or the property, of other rising out of, or resulting from my/and or my minor child's participation in the Romulus Farmers Market. I further hereby

remise, indemnify, agree to defend, pay on behalf, release and forever discharge, said Romulus Market Managers and Assistant Managers, Romulus DDA, City of Romulus, participating property owners, City of Romulus elected officials, agents, employees and volunteers, from any and all claims, demands, actions, causes of action, damages and liabilities resulting or arising directly or indirectly out my/and or my minor child's participation in the Romulus Farmers Market.

Agreed to this _____ day of _____, 20____.

Name (Print): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

Signature: _____

And/or on behalf of a *minor Child* (if applicable): _____

****Signature of a parent or guardian (must be notarized).**

CDC Guidelines Agreement

I (we) agree to comply with all CDC guidelines at all times during this event. Initial: _____

This form must be completed and returned to the Romulus Farmers Market Manager along with all fees, your completed application/contract, and if you are a Food Vendor or Entertainment Vendor, a copy of your insurance certificate, in order to participate in the Romulus Farmers Market.

Return completed applications and documents to:

Romulus Farmers Market

ATTN: Chantae Fowler, Market Manager, 313-204-0990
Romulus Downtown Development Authority
11111 Wayne Rd., Romulus, MI 48174
(734) 955-4531 Fax: 734-941-5842





Downtown Development Authority

2021 Romulus Farmers Market

Policies and Guidelines

About

In order to promote Michigan's economy, the Romulus Farmers Market is open to Michigan Artisans, Farmers and Producers. All produce must be grown within the State of Michigan. Produce vendors may supplement with U.S. grown produce during the month of June ONLY.

Market Dates

(Dates are subjected to change)

Family Fun Fridays: Every 1st Friday in June, July, and August

Sounds in the Downtown: Every 2nd and 4rd Friday in June, July, and August

Movies in the Park: Every 3rd Friday in June, July, and August

Locations

Family Fun Fridays / Sounds in the Downtown

Romulus Historical Park Gazebo
11120 Hunt Street, Romulus, MI 48174

Movies in the Park

Romulus Historical Park Pavilion
11147 Hunt Street, Romulus, MI 48174

Market Hours

Market will be open from 5:00 p.m. – 8:00 p.m. (*rain or shine*)

Closure of the Farmers Market due to threatening weather or an emergency situation is at the discretion of the Market manager.

ALL VENDORS MUST BE SET-UP AND READY TO OPEN BY 4:45 P.M.

Eligibility

Self-Grown/Made

Vendors must grow or make the majority of the products they are selling.

Limited Resale

All resale items must be approved by the Market manager and cannot comprise more than 10% of the total number of products a vendor has for sale.

Michigan-Made

Any product that is not Michigan-made must be labeled as such.

Health Department

Vendors must comply with all Health Department rules and guidelines.

Application, Rules, and Regulations

All vendors must complete a Vendor Application and agree to all terms of the Farmers market Policies and Guidelines.

Product Mix Balance

The Market Manager and the DDA reserve the right to reject a vendor application if the Market Manager's judgment, the goods and merchandise are not compatible with the overall concept of the market, or fails to comply with the rules and regulations of the market.

Age

Each vendor booth must be under supervision of a responsible representative 18 years or older. Children under the age of 18 must be accompanied by an adult at all times during the market. This is for their safety.

MDARD Rules and Regulations

Vendors must comply with the rules and regulations set by the MDARD. Resources supplied below:

- https://origin-files.infinitemonkeys.mobi/userfiles/103721248-12682921-michigan_cottage_food_info.pdf
- https://origin-files.infinitemonkeys.mobi/userfiles/103721248-16830043-mdard_new_business_info_packet.pdf
- https://origin-files.infinitemonkeys.mobi/userfiles/103721248-16830120-food_establishment_application_effective_01012017..pdf
- https://origin-files.infinitemonkeys.mobi/userfiles/103721248-12656015-2009_food_code.pdf

Set-Up

Contract

Only vendors with accepted applications are allowed to sell products at the market.

Fees

All vendor fees must be paid by 6:00 p.m. on each Market Day. Seasonal rates must be paid on the first Market day.

Permits, Insurance, and Licenses

Vendors must provide all required market permits, insurance, and Health Department licenses to the Market Manager.

Space Assignment

The Market Manager reserves the right to assign and change vendor space. Vendor spaces will be assigned prior to the start of the season and remain the same throughout the market season. Seasonal rate vendors will be given preference over daily rate vendors. **If seasonal spot space is not occupied by 4:45 PM, daily rate vendors may temporarily occupy an empty space.**

Vehicles

All vendor vehicles must be parked in the designated parking area located north of the market area. **ABSOLUTELY NO VEHICLES PARKED NEAR OR AROUND THE VENDOR BOOTHS.**

Equipment

Vendor fees only include the 10'x12' spaces. Vendors must supply their own tent, table, chairs, water, and electrical cords if needed. Please make sure to bring your own weights to secure your tent to the ground.

Product Labels

Vendors must clearly display merchandise prices as well as the name and location of business at each booth. The Market Manager has the right to require a vendor to change their display.

Tent and Canopy Fire Safety – A NOTE FROM THE FIRE CHIEF

- “No Smoking” signs shall be posted.
- All 110-volt cords shall be three wire grounding type and protected to load requirements and 220-volt cords shall be four wires insulated neutral, grounding type and protected to load requirements. If these requirements are not met you will not be connected to electricity.

- No generators allowed.
- All tents and canopies must be flame retardant and meet the requirements of CPAI-84.

Food Truck Fire Safety – A NOTE FROM THE FIRE CHIEF

- “No Smoking” signs shall be posted.
- All cooking areas shall have a minimum of (1) 10# chemical weight ABC fire extinguisher.
- No open flame or other devices emitting flame, fire or heat, or any flammable or combustible liquids, gas, charcoal or other cooking devices shall not be permitted inside or to be located within 20 feet of any tent, canopy or air structure.
- Cooking that produces a spark or grease-laden vapors shall be within a structure that contains an approved UL300 fire suppression system. This system shall be serviced by an approved contractor every 6 months.
- All UL300 systems shall have a “K” extinguisher in addition to the 10# ABC extinguisher.
- All outdoor cooking shall be separated from public areas and access restricted to cooking personnel only.

Emergency

If you are unable to participate in the market on any given day, you **MUST** contact the Market Manager as soon as possible or a \$5.00 charge will be levied.

COVID-19 Safety

Masks

All vendors must wear a mask when unable to stay a minimum of 6 feet from others. It is recommended that vendors wear masks at all times

Hand Sanitizer

All vendors must have hand sanitizer in their booths and use it often.

Booth Layout

All booths should be set up in a way that minimizes/eliminates a customer’s ability to touch products.

Products

Pre-package all items before coming to the market as much as possible. Put less products out for display and restock more often.

Signage

All vendors must display COVID safety signs distributed by the Market Manager.

Clean

During the Farmers Market, routinely clean and disinfect items such as tables, cash boxes, and touch screens on point-of-sale devices.

Attendance

Do **NOT** attend the Farmers Market if you have a comprised immune system or would answer yes to any of these screening questions:

1. *Do you have any of the listed symptoms?*

Fever or Chills	Cough	Shortness of breath
Fatigue	Headache	Muscle/Body Aches
Sore Throat	Nausea or Vomiting	Loss of Taste/Smell
Diarrhea	Congestion	

2. *In the past 14 days, have you tested positive for COVID-19?*
3. *Is anyone in your household feeling sick?*
4. *In the past 14 days, have you been in contact with someone who tested positive for COVID-19?*