

# Lawrence Farmers Market 2019 Rules and Regulations

Saturdays 9:00am-1:00pm, July 6-October 12

Volunteer Market Master: Jan Petersen (269) 674-8730 cell (269) 873-4209  
Village of Lawrence (269) 674-8161

**Hi! Welcome to the Lawrence Farmers Market. Please read this information sheet over carefully, sign the indemnity form, and return it to the market master. Thank you for your cooperation.**

**Product Guidelines:** It is the intent of the Lawrence Farmers Market to encourage local production and distribution of food. In addition to fresh produce and cottage foods, vendors may carry a few handcrafted items. **Products must be grown, produced, or hand-made within 50 miles of the market.** Other vendors may participate with special permission, with priority being given to agriculturally based items or items that enhance the total market experience.

**Fees:** The market master will collect a fee of \$5.00 a week per vendor to cover advertising and miscellaneous market expenses. The Village of Lawrence Downtown Development Authority oversees market bookkeeping.

**Booth Space:** Vendors must be set up by 9:00 am and must commit to staying set up at the market until 1:00 pm. Location of booths is on a “first-come, first-served” basis. Vendors will provide any needed tables, chairs, sunshades, or awnings, which must be sturdy and clean. Tables are to be arranged as to accommodate other vendors, using 8-10 feet of sidewalk frontage. Tailgate sales are acceptable. Vendors will clearly display their (farm) name and location at their booth. Products must not be sitting on the ground and should be elevated high enough to prevent soiling. It is the vendor’s responsibility to clean up his or her area before leaving. Please do not dispose of organic waste in village trashcans.

**Disputes:** Disputes at the market will be resolved through an informal process with the market master or a committee of vendors formed to review the disputes.

**License(s):** All licenses are the responsibility of the vendor. If you sell nursery stock, perennials, cider, pet treats or bird food, you must provide a copy of your current license to the market master for our files. Cottage Food Vendors must comply with the Michigan Cottage Food Law PA 113. **All cottage food items sold at the market must be properly labeled.** Knowledge of Michigan Department of Agriculture food safety laws ([www.michigan.gov/mdard](http://www.michigan.gov/mdard)) and any required food processing or preparation license(s) are the responsibility of the vendor. **Sales Tax Licenses** are the sole responsibility of the vendor.

**Liability:** Liability insurance shall be maintained by and is the sole responsibility of the vendor. The Village of Lawrence, its employees and affiliates, the Village of Lawrence Downtown Development Authority, and the market volunteers and coordinators shall not be held responsible or liable for any damages, theft or accidents that may occur while under the operating guidelines and regulations of the Lawrence Farmers Market.

**Food Assistance Programs:** The Lawrence Farmers Market participates in several USDA food assistance programs that require the exchange of fully reimbursable tokens or coupons. Please see market master for more information if you want to help provide community-wide access to fresh, locally grown food.

## **Lawrence Farmers Market 2019 Vendor Participation and Indemnification Agreement**

I have read and understand the **2019 Lawrence Farmers Market Rules and Regulations**.  
I acknowledge and agree to abide by the current Rules and Regulations of the Lawrence Farmers Market.

I further acknowledge and agree that failure to abide by all market regulations shall result in the loss of ability to sell at the Lawrence Farmers Market at the sole discretion of market management.

*The undersigned acknowledges and agrees, as a condition of approval of this application form to defend, indemnify, and hold harmless the Village of Lawrence, its agents, officials, and employees from all suits, claims, damages, causes of action or demands of any kind or nature whatsoever, arising out of, resulting from or in connection with the use of any and all Village Property associated by and through the Lawrence Farmers Market.*

*I further acknowledge and agree to hold harmless and not responsible, the Lawrence Farmers Market, all volunteers of the Lawrence Farmers Market, the Village of Lawrence Downtown Development Authority, the Village of Lawrence, and the County of Van Buren, for any and all damages, theft or accidents that may occur, or damages arising out of the sales of my products, as a result from my presence at the market site as a vendor.*

By signing this I acknowledge and declare that I have current liability insurance coverage at a level which shall be appropriate to my produce/products being sold through the Lawrence Farmers Market. I further acknowledge and agree that upon request, I shall provide a copy of my current liability insurance coverage for review and approval by the Market Master.

Signature of Vendor \_\_\_\_\_

Print Name \_\_\_\_\_

Products \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**The Lawrence Farmers Market is sponsored by  
the Village of Lawrence Downtown Development Authority**