



# The Shelby Farmers Market

## 2017 Season Market Rules, Regulations & Guidelines

Dates: Saturdays, May 20, 2016 – October 14, 2016

Times: 9am-2pm

Vendor Set Up Times: 7:30am – 8:45am

Vendor Tear down does not begin before 2pm, and must be complete by 3pm.

Location: Packard Proving Grounds Historic Site, 49965 Van Dyke Ave Shelby Twp, MI 48317

### Safety Regulations

1. Vendor will avoid all hazards. The safety of visitors is always paramount.
2. Smoking is NOT allowed in the market selling area.
3. Any electrical extension cord MUST be used in a safe way so as not to create a tripping hazard for vendors or customers.

### General Rules

1. Consumption or sale of any controlled substance(s) is not permitted in the market building or on the market grounds.
2. Consumption and/or sale of alcoholic beverages will be allowed on a case-by-case basis following the State of Michigan and the Shelby Twp police department's policy for the consumption and sale of alcoholic beverages.
3. Vendors will be responsible for any injury to him/herself, other vendors, and/or the public while moving merchandise in or out of the market.
4. Abusive language will not be tolerated in the building or on the market grounds.
5. No one may beg, loiter, solicit, or place any poster, advertisement or billboard on the market premises without approval of the Market Master.
6. No one may sell or attempt to sell any merchandise or animals on the market grounds without the express permission of the Market Master
7. The Shelby Farmers Market is not liable for theft or damage of any merchandise before, during or after market hours.
8. The Shelby Farmers Market and the Packard Proving Grounds Historic site assume no responsibility and are

not liable for any injuries which may occur within an individual vendor space. Vendors are expected to keep their merchandise in reasonable order and allow unimpeded access to customers.

9. Violation of established market rules and regulations can be deemed cause for denial of market privileges.

## **Market Master Responsibilities**

The Market Master performs all related duties to maintain and operate an efficient market in the best interest of the market, all vendors, and the general public.

1. Enforces days and hours of operation.
2. Assigns vendors spaces.
3. Collects rental fees from all vendors, maintains records and accounts, and co-ordinates all financial activities.
4. Directs the distribution/arrangement of all vehicles on the market premises or grounds.
5. Upon closing, inspects vendor spaces to ensure vendors have left the area in a clean and orderly condition.
6. Verifies that all local, state, and federal laws are observed, all licenses and permits are valid and current for each vendor, and maintains files of same.
7. Locates new vendors and registers goods to be sold by these vendors in order to provide a select variety of merchandise to the public.
8. Informs vendors of any violations of the rules and regulations.
9. Market Master reserves the right to refuse products of questionable quality, images, messages or product implications; vendors will be asked to remove them from their sales display.

## **Vendor Responsibilities**

- A. All vendors shall use the premises in strict accordance with the market rules and regulations and standards.
- B. Vendors must provide safe conditions for the public and are encouraged to obtain their own insurance against all liabilities.
- C. Each vendor MUST obtain and furnish to the Market Master a current and valid copy of any and all licenses and permits necessary for their operation.
- D. Vendors must have their space(s) completely set up and ready for operation at the scheduled opening of the market.
- E. Vendors shall not vacate the market before the official closing time for any reason without the express permission of the Market Master. After the scheduled closing of the market, all vendors must vacate the market within 1 hour.

F. Farmers/Vendors shall sell at the market only fresh, sound, wholesome produce and products. All food shall be from sources approved or considered satisfactory by the local health officials and the Department of Agriculture, and shall be clean wholesome, free from spoilage, free from adulteration and misbranding, and safe for human consumption. Only food prepared in an approved facility or properly prepared and labeled under the Cottage Food Laws shall be stored, used, or offered for sale on the premises.

G. Annual vendors who do not plan to sell during any given market day must notify the Market Master at least 24 hours in advance of the selling day so the space may be otherwise utilized.

H. At the conclusion of the farmers market, vendors must clean up their space and haul away any trash that they have generated, or secure it in a plastic bag and drop it off at the dumpster located in the NE corner of the property behind the gates.

I certify that I have read and agree to adhere to these rules and regulations.

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Signature

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Date

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Printed name

mailing address:

**Shelby Farmers Market**  
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**Mary Anne Demo, Market Master**

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<https://www.facebook.com/ShelbyFarmersMarket>

*Revised Nov 6, 2016*