

Port Austin Farmers Market

2017 General Information and Rules

Welcome to the 13th season of the Port Austin Farmers Market!

Please read these guidelines carefully.

Be sure that you completely fill out, sign and return the 2017 “Vendor Agreement” (yellow sheet).

Only those registered vendors that have a Vendor Agreement on file are eligible to participate.

2017 Market Dates: Saturdays, May 27 through October 14

Posted Hours of Operation: 9:00 a.m. to 1:00 p.m.

SPECIAL NOTES:

The Port Austin Farmers Market Master maintains total discretion in all decisions related to operation and management of the market.

Vendors are responsible for meeting any and all local, state and federal requirements.

Electrical sites are limited. Please let the Market Master know if you require electricity.

For general information please visit www.portaustinfarmersmarket.com

MUSIC/ENTERTAINMENT/VOLUNTEERING

- We often schedule musicians to perform at the Market and are also interested in scheduling other types of entertainment that enhance the market. If you are interested in participating as a performer or in sponsoring a performer, please see/contact the Market Master for information.
- We LOVE our volunteers! If you or someone you know wants to participate please contact the Market Master.

Set Up and Operation of Vendor Sites:

- Set up begins at **6:30 a.m.**
- In order to expedite the set up process in the morning, there are two separate areas to line up and enter the Market area - one for Food/Farm vendors, and one for NON-Food/NON-Farm vendors.
 - FOOD/FARM VENDORS – Line up on Lake Street.
 - NON-Food/NON-Farm VENDORS – Line up on Bridge Street.
 - NEW VENDORS – if you are new to the Market, please follow new vendor instructions(see note below).
- Market staff will assign sites as vendors arrive.
- Vendors must park as directed by Market staff. * **No vendor is to park on any street within the Village of Port Austin.** “On street” parking is reserved for customers.
- Vendors must be set up to sell by 8:00 a.m.
- The Market is open until 1:00 p.m. Vendors are NOT to pack up their product nor break down their display before the closing horn sounds at 1:00 p.m. Doing so creates a safety hazard.

- Vehicles are not permitted on Market grounds until after the Market closes – and NOT prior to 1:10 p.m. This allows time for customers to complete transactions and to safely exit from the Market area before vehicles enter.
- Vendors are responsible to clean up their site at the end of day and remove all empty cartons and trash. Please take empty boxes and large trash items with you.
- We are a “rain or shine” Market unless the weather is severe...be prepared by bringing necessary tents, weights and table covers. Once set up, vendors may not leave just because of weather conditions.
- **NEW VENDORS** - The first time that you set up at the Market must be on a non-holiday weekend. That means that you may NOT come to set up for the very first time on a holiday weekend, May 27th, July 1st, July 8th and September 2nd.

Site Size and Cost:

- Vendor sites are \$15 per 10’ x 12’ site. Additional sites may be available but limited.
- Non Profit Organizations will be considered “a vendor” and charged accordingly.
- Market staff will begin collecting vendor fees after 8:00 a.m. each Saturday. Receipts are available upon request. You may pay by check to “Port Austin Farmers Market.”
- **Please have your money on hand so as not to slow the process.** We cannot emphasize this enough! Please watch for us and be ready!
- There will be no vendor fee refunds.
- Electrical sites are limited, please let the Market Master know if you require electricity.
- Free WiFi is available on the Market grounds. See Market Master for password.

Additional Notes on “Lining Up” & Vendor Parking

- Remember that the streets where you line up and set up are in residential areas – so please be courteous and keep talking/activity quiet and to a minimum in the morning.
- Non-Food/Non-Farm vendors who “line up” on Bridge Street: You must go to Bridge Street first! If no Market volunteer is manning the line – then at 6:30 am you may proceed to Line Street and onto the Market. Obey stop signs and watch for traffic. Do not leave Bridge Street until after 6:30 am.
- Reminder that Vendor Parking is in the North Gym Parking Lot or in the Church Parking Lot. Please do not waste space and do not block entrances. Church Parking – enter next to building and park facing south; depart by going over sidewalk onto Washington Street.
- We are able to accommodate over 200 vendors at this time. Once the vendor sites are filled, it will be necessary to turn away any additional vendors, so plan accordingly.

Tents & Signage:

- Business signage is encouraged.
- We encourage all vendors to utilize tents/canopies, both as a weather consideration and to lend a more professional appearance to the Market.
- All vendors are required to have suitable weights to protect against wind conditions.
- Tent/Canopy stakes are not allowed to be used on market grounds.

Products:

- The Market Management reserves the right to reject a vendor application if the goods or food items are not compatible with the overall concept of the Market, or the product mix currently offered at the Market.
- Weapons of any type, new, used or antique (knives, hand guns, long guns, etc.) may NOT be sold as a vendor item. Ammunition, fireworks, or other hazardous materials are also NOT allowed. “Flea Market” type items are also not acceptable. All products must be approved by the Market Master when registering.
- If you have a “mix” of food/nursery items AND non-food items: If 75% or more of your display is food/nursery items, then line up on Lake Street/West State Street - If less than 75%, then line up on Bridge Street.
- Puppies and kittens MAY be sold at the Market under certain circumstances - but special arrangements must be made prior to Market Day.
- As the Market opens each week Market staff will check all vendor sites to assess the merits of displayed items and the safety of displays. Market staff members have full authority to ask that questionable items be removed from displays and/or to prohibit said vendor from displaying at all.

Other Policies**Smoking:**

Market grounds are designated as a Non Smoking; however, a designated “Smoking Allowed” area is available.

Alcohol:

Alcoholic beverages are NOT allowed on Market grounds - EXCEPT for Wineries which have permission and are licensed.

Soliciting:

No soliciting or distribution of literature is permitted on Market walkways. No loud “hawking” from vendor booths.

Project Fresh:

The Market has been authorized by the Michigan Department of Community Health to participate in the “Project Fresh” programs. This allows eligible Huron County residents to use their State of Michigan coupons toward the purchase of fruits and vegetables.

Severe Weather:

If severe weather (such as lightning) occurs during the Market, the Gymnasium will be opened up to those who wish to take cover there.

Cancellation due to Severe Weather:

Although we are a “rain or shine” Market – some extenuating circumstances may require cancellation. If very severe weather (high winds, tornadoes, etc.) is predicted, and the Market Staff deems it necessary to cancel – such cancellation will be announced on WLEW Radio Stations 102.1 FM and 1340 AM.

New Vendor Registration:

All vendors must be registered with the Market before participating. Applications may be downloaded from our website www.portaustinfarmersmarket.com Contact the Chamber of Commerce Director for additional information or for updating contact information (*see below*).

Contact Information: Port Austin Chamber of Commerce/Farmers Market

Cameron Schwanitz,
Market Master

P.O. Box 274 ~ Port Austin MI 48467

Phone or Text: 989-738-7600 ~ Fax: 989-738-6744

Email: portaustinchamber@yahoo.com

www.portaustinarea.com ~ or ~ www.portaustinfarmersmarket.com

“Like” us on Facebook!

WHEN to contact:

You are welcome to email us any time you have a question. Please also refer to portaustinfarmersmarket.com for general information. You can also visit us on Facebook and please like/share The Port Austin Farmers Market!

PLEASE be do not text/call us before 8:00 am or after 6:00 pm on non-Market days.

During the Market Season***On Saturday mornings, you may call or text after 5:00 am***We will check email at 5:30 am on Saturdays***