



West Dearborn Downtown
Development Authority
16901 Michigan Ave., Suite 15
Dearborn MI 48126
313-943-3141

2018 Dearborn Farmers & Artisans Market Vendor Application

Business Name:

Applicant's Full Name:

Address: _____ City: _____ Zip Code: _____

Phone #:(____) _____ Cell #:(____) _____ Do you accept texts? No Yes

Email Address:

Business Web Address:

Social Media Sites: Facebook:

Twitter @ _____ Pinterest @ _____

Instagram@ _____

Do you require Electricity? Yes No If yes, vendors are responsible to bring their own extension cords.

Would you like a shaded area from the sun? Yes No No Preference

Do you have any handicapped restrictions? Yes No (There is a limited number of handicapped parking)

Any Additional Notes:

Market Location & General Info:

The Dearborn Farmers & Artisans Market exists with the intent to bring people together in the community, to strengthen and support local farmers, to support local entrepreneurs and small businesses and to promote healthy living by providing quality, fresh and wholesome food.

The 2018 Dearborn Farmers & Artisan Market will run every Friday, June 1st through September 28th, (17 weeks). Hours are 2:00 PM – 7:00 PM. **The market will be closed on Friday, July 6, 2018 in observance of Independence Day.** The Market is located on Michigan Ave. in West Dearborn, between Military & Howard Streets in the parking lot with Bar Louie and Common Grace Coffee Co.

PRODUCTS TO BE SOLD:

We will be encouraging market customers to respectfully ask about their food and food sources. Please be prepared to openly and honestly share this information. The Dearborn Farmers & Artisans Market is open to vendors with an emphasis on local products and produce. "Local" means produced in Michigan (preferably within 200 miles of Wayne County). All produce, for purposes of customer clarity and food assistance program regulations must be labeled as grown in Michigan or identify where they were grown. We ask that a minimum of 80% of your produce be grown by you if purchased in the beginning of the season. Other food products must be locally produced, but ingredients do not need to be locally sourced (though we prefer that they are). Crafts must also be handmade, not store bought. NOTE: New products can be added during the market season, but must be approved.

Type of Vendor (Please Circle):

Farm/Produce Plants/Flowers Food Items Winery Artisan Food Truck Other: _____

Please list the products you expect to sell:

PRODUCE & PLANT VENDORS:

Where have the products been grown or produced?

My own farm/garden (write address(es) of farm or garden)

Wholesale (list wholesale sources)

Other growers (list name(s) of grower/farm/garden, address, and products sold)

What percentage of these products have you grown, raised, or made yourself? _____%

Are the crops you grow or sell treated with chemical pesticides and fertilizers? Yes _____ No _____

Please list the Products you expect to sell:

Crop/Product	Date Available	Crop/Product	Date Available

MARKET DATES & RATES

Due to space restrictions and our need to maintain an optimal product mix, vendors may be placed on a waiting list or offered space for only part of the season. Vendors may choose to apply and pay in advance for a discount, or may choose to attend individual market dates and pay a daily fee on site. Vendor applications must

be received 14 days prior to the date that the vendor intends to attend; receipt of an application and fees does not guarantee acceptance to the market. If accepted to vend, prepaid vendor fees are nonrefundable if required 48 hour notification of cancellation is not provided. If required cancellation notification is provide, vendor will be allowed to choose another date to participate, depending upon availability, otherwise a credit in the amount paid for cancelled date will be applied for future available dates. There will be no cash refunds.

Please check the plan you prefer: (You will be billed from the City of Dearborn and can either make a payment either online or mail in a check with your invoice) **Vendors**

- _____ **\$170: Whole Season** at Early Bird Price **Paid by MARCH 10, 2018** GIVEN PRIORITY LOCATIONS
- _____ **\$240: Whole Season Paid by APRIL 7, 2018**
- _____ **\$60: Monthly (4 weeks)** - (\$15/day) Paid in advance.
- _____ **\$20/day: Daily rate** - Paid at least 1 week in advance

How many Spaces do you need? _____

(Spaces are 10'x10'- The size of most tents. Please see rules and regulations for prices concerning multiple spaces.)

2018 POTENTIAL MARKET DATES

To allow the Market Manager to assign spaces each market day, please circle or highlight the days you plan on being at the market. (Please note we will be closed on Fri., July 6, 2018 in observance of Independence Day)

- I plan to attend all market dates
- I plan to attend all market dates after _____
- I plan to attend the following dates:

June 1	July 6-	Aug. 3	Sept. 7
June 8	CLOSED	Aug. 10	Sept. 14
June 15	July 13	Aug. 17	Sept. 21
June 22	July 20	Aug. 24	Sept. 28
June 29	July 27	Aug. 31	

NOTE FRIDAY JULY 6 WE WILL BE CLOSED FOR THE 4TH OF JULY HOLIDAY

Food Trucks

TWO FOOD TRUCKS/VENDORS PER MARKET, RETURN THIS WITH DATES YOU PREFER.

If you would like to attend the market from 2PM TO 7PM or require a 10x10 booth space, full vendor daily rate payment is required.

Are you a: Cart ___ Truck ___ Trailer ___

What are the dimensions of your food truck? _____

What's on your menu? Please attach photos of your truck and a copy of your menu.

LICENSE/INSURANCE

Each vendor must furnish to the Dearborn Farmers & Artisans a current and valid copy of any and all licenses and permits necessary for their operation. A copy of the appropriate State license must accompany the vendor

application for items such as perennial plants, meat, Certified Kitchen License etc. Vendors are encouraged to obtain their own insurance against all liabilities.

Are you required by the State of Michigan to be licensed for any aspect of your business?

No Yes If so, you MUST attach copies of current licenses.

Do you carry general liability insurance or product liability insurance for this business/farm?

No Yes If so, please attach a copy of your certificate of insurance.

If you are a grower, are you certified Organic? _____

No Yes If so, please attach a copy of your certification.

Do you accept Double Up Food Bucks & Project FRESH Coupons (Produce Only)? Yes No

Do you accept EBT (Electronic Bridge Card) Wooden Nickels (Food Vendors Only)? Yes No

Items to be included with this application:

1. Any necessary licenses or insurance forms
2. Any necessary market release forms
3. A payment for rental fee with checks made payable to Dearborn Area Chamber of Commerce

COMPLIANCE AGREEMENT

I have read and agree to abide by the rules and regulations of the Dearborn Farmers & Artisans Market, and all other Federal, State, and local regulations that apply. I understand that I will forfeit my right to participate and/or sell at the Dearborn Farmers & Artisans Market if I am non-compliant. The West Dearborn DDA holds personal information in confidence and does not release it without your permission. I agree to release, defend, indemnify, and forever discharge the City of Dearborn, a municipal corporation, the West Dearborn Downtown Development Authority and their officers, employees, and agents, from any and against any and all claims, liabilities, or lawsuits, including legal costs and attorney fees, resulting from my participation in the Dearborn Farmers and Artisans Market or in connection whatsoever with my use of City-owned property.

Please sign below:

Applicant's Signature

Date

Please use the space below to write a brief description about your business or your product that we can use on our website and in marketing efforts. Include specialty items or unique features. You might even include how long you've been in business or what makes your product special. This information may be used in our newsletter, social media, or "vendor of the week" profile.

Photo/Video Release Form

I do hereby grant permission to the Dearborn Farmers & Artisans Market, its agents, and others working under its authority, full and free use of/video photographs containing my image/likeness. I understand that these images may be used for promotional news, research, and/or educational purposes.

I agree to release, defend, indemnify, and forever discharge the City of Dearborn, a municipal corporation, the West Dearborn Downtown Development Authority and their officers, employees, and agents, from any and against any and all claims, liabilities, or lawsuits, including legal costs and attorney fees, resulting from my participation in the Dearborn Farmers and Artisans Market, or in connection whatsoever with my use of City-owned property.

I do further certify that I am either of legal age or possess full legal capacity to execute the foregoing authorization and release.

Applicant's Signature

Date

Please note: We strongly encourage vendors to email photos of their businesses and products to be used for marketing purposes (social media, news articles, e-blasts, website etc.). We prioritize our “vendor of the week” based off of the information that the vendor can provide us about their company. Please send any pictures for these purposes to jsmith@dearbornareachamber.org with the subject: **Farmers Market Vendor Photos.**

2018 Dearborn Farmers & Artisans Market
Cancellation and No-show Policy

A 'NO SHOW' OR CANCELLATION OF LESS THAN 48 HOURS WILL BE CHARGED THE \$20 STALL SPACE FEE.

NO EXCEPTIONS WILL BE MADE. AFTER THREE (3) CANCELLATIONS AND/OR NO SHOWS, MARKET MANAGEMENT RESERVES THE RIGHT TO REMOVE VENDOR FROM MARKET.

MANAGEMENT RESERVES THE RIGHT TO CANCEL THE MARKET DUE TO INCLEMENT WEATHER (HIGH WINDS, EXCESSIVE RAIN, LIGHTNING AND THUNDERSTORMS). NO REFUNDS WILL BE GIVEN IN THE EVENT OF A WEATHER CANCELLATION.

Applicant's Signature

Date

