

Lawrence Farmers Market 2025 Rules and Regulations

Saturdays 9:00am-1:00pm

June 7th through October 11

Market Master: Karissa Ingalls 269-568-8988

Village of Lawrence (269) 674-8161

Mission Statement: The Lawrence Farmers Market is a community resource with the goal of building relationships with regional farmers and artisans through direct interaction, enhancing the quality of life in the greater Lawrence area by fostering community gatherings, and to make healthy food accessible to lower income residents

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 the local production and distribution of food. In addition to fresh produce and cottage foods, producers may carry a few handcrafted items. 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 per 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 or until sold out of product, with permission of the market manager. 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 to accommodate other vendors, using 8-10 feet of sidewalk frontage. Tailgate sales are acceptable. Tents must be properly anchored with weights on each leg. Vendors shall fully secure their tent before setting up any other equipment or product.

Electricity is available to vendors who request access on their application. Only vendors who have received permission from the market manager may plug into the electrical outlets in the park. Gasoline/combustion generators are not permitted, with the exception of food trucks. Vendors who request electrical will be required to pay a five dollar per day electric fee and will be assigned spaces, exempt from the "first come, first serve" basis

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 trash cans.

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) 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. Vendors must clearly display signage detailing which food programs they accept.

Mobile Food Vending Units/Food Trucks: Vendors who prepare and sell food on-site, including food trucks, must comply with all applicable local, state and federal laws, including all applicable regulatory requirements of the Village of Lawrence.

Vendor conduct: Vendors shall be friendly, courteous and respectful while interacting with customers, staff and other vendors. If providing samples to customers, vendors should follow the MDARD guidelines for providing safe food samples. Vendors shall not smoke, vape or use any other tobacco product in the market area. Vendors and their employees are prohibited from carrying firearms or dangerous weapons on the person during the market hours. Section 6-501.115 of the Michigan Modified Food Code restricts the presence of animals in businesses that sell, prepare or serve food. However, an allowable exception under 6-501.115 includes service animals that are controlled by a person with a disability. This Food Code exception aligns with the Americans with Disabilities Act (ADA) requirements

I have read and understand the 2025 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 to person or property, 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 FarmersMarket, 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.

Further, as a provider of food and product at the Lawrence Farmers Market, I assume totalresponsibility for any food-borne illness affecting market attendees. I verify that all information I/we have provided about my farm and products for sale is true and accurate.

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 _____

Address _____

Phone _____

Email _____

Products _____

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