

Reading Farmers and Artisan Market and Event Application

Sponsored by Reading Chambers of Commerce

Guideline and Important Information

****Please read carefully***

Location

Michigan Street Pavilion, Reading MI

*This is in an area with a roof and open sides

Events

Market Days: Every Tuesday Evening (4:00pm-7:00pm) starting on June 3rd and ending on October 24th

****Note: There will no longer be Saturday markets this year.***

517 Festival: Wednesday, May 17th from 4:00pm to 7:00pm

Festival Days Street Market: Taking place during Reading Festival Days, a Night Market will be held Friday, August 4th from 6:00pm-11:00pm and then a Day Market will be held Saturday, August 5th from 9:00am-4:00pm

Spookfest: Saturday, October 28th from 10:00am-4:00pm

Holiday Market: Friday, December 8th from 4:00pm-8:00pm

*More information on setup and teardown will be sent to you before the event

Fees

Market days: \$25 for the season

517 Festival: \$5.17

Festival Days Street Market: \$25 for one day (either Friday or Saturday), \$30 for both days combined. If you participate in four Market Days by August 4th, there will be no charge

Spookfest: \$25, if you participate in 10 Market days by October 24th, there will be no charge

Holiday Market: \$25

All of these events will be located OUTDOORS, Rain or shine, they will go on! Refunds will not be granted for inclement weather

Goal

Our goal for this Market is to support local food producers, artisans, and small business owners by encouraging local sourcing and a platform to sell their items. Our intent is to offer a diverse range of items, but also to support multiple similarly talented individuals.

Product Display and Space

- Spaces will be approximately 10ft by 10 ft
- All vendors are responsible for their own tables, chairs, and any displays for their products
- All displays must be within the assigned area for that vendor

- Vendors, at all times, will conduct themselves in a pleasant, courteous manner with the market area. The market committee reserves the right to ask any vendor to leave if inappropriate behavior is witnessed, this includes anyone “helping” the vendor
- Vendors are not to bring any animal to the market unless certified service animals with appropriate paperwork or transportation animals
- Smoking is not allowed by vendors within the selling area or 30 feet of the selling area

Product

- This is not a juried market. Several vendors may have similar or the same products. Products must be approved by the Marketing Committee before placement in the market - photographs are acceptable to turn in with your application. The committee reserves the right to refuse specific items.
- Homemade food items must be labeled with ingredients and FDA inspection information. If you are consider a “Cottage Cook”, cooked in your home not inspected by FDA, the label must include ingredients and also “Made in a home kitchen that has not been inspected by the Michigan Department of Agriculture and Rural Development”

Market Regulations

- The Market Committee will not set pricing, but fair market pricing is expected
- Participants are responsible for keeping their area clean, attractive, and in good sanitary conditions
- Participants are responsible for the behavior of any persons assisting at their area, the committee reserves the right to remove the vendor for any inappropriate behavior
- Any and all participant generated waste must be removed from the market when they leave. This includes animal waste from service and transportation animals
- New participants must complete and return it with photographs or samples of items. Previous market participants must complete an application
- Participant compliance with all Federal, State, and Local regulations is mandatory and implied. Participants of regulated products are obligated to know, understand, and comply with the regulations which govern their products
- No alcoholic or THC items allowed for sale or to be consumed at the Market
- The Market is not responsible or liable for transaction made between buyers and sellers
- The Market is not responsible for loss, stolen, or damaged items
- Rules are subject to change at any time for any reason
- The Market Committee reserves the right to expel or refuse admittance to any participant or customer who exhibits disruptive behavior at the Market or violates any of the rules listed above

Dispute or Concerns

All disputes shall be settled by the Market Committee

Any participant in violation of the rules is subject to suspension as determined by the Market Committee and space fees shall be forfeit

The direction of the Market Committee must be complied with in all matters pertaining to the operation of the Market. Complaints or appeals concerning the actions of the Market Committee may be made in writing to the:

Reading Chamber of Commerce
Farmers and Artisan Market
PO Box 413
Reading, MI 49274

To contact us for information and questions, please use the following:

Mail - address above

Email - RCOCFarmersMarket@gmail.com

Facebook - Reading Chamber of Commerce

Reading Market and Event Applications

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Applicant Name:

Business Name (if applicable):

Mailing Address:

Phone number:

Email:

What is your preferred method of communication? (please circle at least one)

Phone call

Text

Email

Website (if applicable):

Please list your items to be sold at the Market or events. Items can be added at a later date with the approval of the Marketing Committee appointed by The Reading Chamber of Commerce

What events do you plan to attend?

Market Days: Every Tuesday Evening, 4:00pm-7:00pm, June 3rd to October 24th

517 Festival: Wednesday, May 17th from 4:00pm-7:00pm

Festival Days Street Market: Night Market, Friday, August 4th 6:00pm-11:00pm

- ___ Festival Days Street Market: Day Market, Saturday, August 5th 9:00am-4:00pm
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- ___ Holiday Market: Friday, December 8th from 4:00pm-8:00pm

Application Fee

Market Days: \$25 for the season, one time

517 Festival: \$5.17

Festival Days Street Market: \$25 for one day (either Friday or Saturday), \$30 for both days combined. If you participate in four Market Days by August 4th, there will be no charge

Spookfest: \$25, if you participate in 10 Market Days by October 24th, there will be no charge

Holiday Market: \$25

- Payment must be made before setup at the event. Payments may be made at the event
- Payments can be made by check, Venmo, or cash
- Checks to be made out to "Reading Chamber of Commerce"
- Venmo to Reading Chamber of Commerce

Reading Chamber of Commerce

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