



Imlay City Downtown Development Authority
Farmers Market

2026 RULES and REGULATIONS

(Market Vendor Application on pages 7-12)

INTRODUCTION - The Imlay City Farmers Market is owned by the City of Imlay City and is operated as a service to the public. Vendors are accepted to participate to provide goods and services for the public that otherwise might not be available or in easy access. The City of Imlay City has approved the following rules and regulations with which ALL vendors MUST comply with to ensure a well-regulated, safe, and useful market to the public.

1. Day-of Operations

- a. The REGULAR Season Market begins **May 14th, 2026**, operates on **Thursdays 9 AM – 4 PM**, and runs 22 weeks until **October 8th, 2026**.
- b. Vendors who take advantage of the discounted **FULL SEASON RATE** are expected to be at the market **every day of the market season**. The market depends on season vendors attending consistently. If a vendor needs to miss a day, they must make arrangements with the Market Manager in advance. If absence cannot be planned, call the Market Manager directly as soon as possible.
- c. Daily rate vendors are expected to communicate with the Market Manager for the days they will be at the market as far in advance as possible. Stall space is not guaranteed for anyone who does not make prior agreements.

2. Attending Market

- a. Day-of Operations / Timeline Expectations
 - i. Set-up time will begin 1 hour before the market opens. Vendors may set up and begin selling at this time.
**** If an earlier set-up time is needed, it must be pre-approved by the Market Manager.** Setting up at a non-pre-approved time to undermine the Market Manager or other vendors will NOT be tolerated.

- ii. Vendors have until 20 minutes before open time to occupy their stalls. Any stall not occupied by this time may be given to another vendor unless the Market Manager is notified before and arrangements are made in advance to hold the spot.
 - iii. All vendors are required to remain set up and open for business until the advertised close of the market day – leaving early may result in suspension from further market participation. *Arrangements must be made at least 24 hours in advance with the Market Manager if a vendor needs to leave earlier.*
 - iv. Vendors must clear the market area within 1 hour after the close of market day.
- c. If a season vendor misses more than 5 pre-approved market days or 3 unapproved market days in a season, their requested stall location may be lost.
 - d. **This market operates as a RAIN OR SHINE event.** Extreme heat, high winds, or severe thunderstorms in our area may be cause for cancellation or early closure. In the case of inclement weather, the Market Manager determines to cancel, close early, or move the Market to a indoor location.
 - i. Please make sure that the Market Manager always has the most current contact information so the vendor can be notified of any cancellations. There will be no refunds given for cancellations. If the Market Manager cancels the market, participants will be notified of the closing promptly by email or phone. Also, watch for updates on the Imlay City DDA Facebook page.

3. Stall Assignments

- a. The Market Manager assigns vendor stalls; vendor location preferences and requests are taken into consideration, but not guaranteed.
- b. There may be occasions where the Market Manager must move vendors from their assigned stall location, i.e. absent vendors, special events, etc. Vendors are still expected to set up, even if their requested stall is not available.
- c. A vendor cannot sublet a stall.
- d. Standard locations are 10' x 10'. Locations that include a truck stall will be on the East side of the lot, with truck parking located directly behind a 10' x 10' grass stall.
- e. A tent/shelter is not provided. Vendors not under the pavilion a pop-up tent or shelter no larger than the space assigned is required for protection against sun and rain. The tent must be in good condition and safely staked to the ground. Drop cloths, plastic, cardboard, and similar items are not acceptable shelter materials. If it is determined by the Market Manager that the shelter is distracting to the overall appearance of the market area, a change or improvement will be required. Tent ties / ropes / weights must not cause a tripping hazard and should be tied with colorful ribbon or otherwise marked to prevent falls / run-ins.
- f. A Market lot is under the Pavillion with concrete or a grass lot. Truck Stalls are limited Stalls are rented in increments of 10' x 10'.
- g. Vendors may pay for more than one stall, as long as all stalls are filled with display.

4. Rental Rates (per stall)

a. REGULAR SEASON MARKET

Daily Rate – \$15 per day – paid at the start of each market day attended.

- Each lot after the purchase of the first would be an additional \$10.

Full Season Vendors:

EARLY BIRD RATE, *paid in-full before or on April 1st, 2026* – \$220

FULL SEASON RATE, *paid in-full on or after May 1st, 2026* – \$265

5. Products

- The market accepts many different types of offerings to provide season-long variety for customers. Contact the Market Manager to see if your specific product(s) or services qualify.
- All products are subject to review by the Market Manager.
- All produce (fruits / vegetables / berries) must be of good quality. No overripe or spoiled produce will be offered for sale.
- No corporate distributors, i.e. AVON, Young Living, Tupperware, etc.
- All vendors must comply with state and local guidelines for handling and storing food. Pre-packaged and prepared items must comply with current labeling laws. (See Michigan's Cottage Food Law)
- Food sampling must be done with adherence to MDA and Health Department Requirements. All vendors offering food samples must realize responsibility for the safety of the food samples being offered. The vendors offering samples must take precautions to make certain that food samples are handled and displayed properly to prevent contamination.
- The market allows for LIMITED duplicate-type vendors / products – multiple inclusions are at the discretion of the Market Manager.
- No vendor shall be able to “dump” large quantities of any given product at a noncompetitive price. The vendor will be asked to leave the market.
- The Market Manager will not set prices for any product, whether produce or crafts.
- Crafts must be handmade.
- Resale / Antique vendors have additional guidelines. (see Market Manager)
- Additional rules and fees may apply to food trucks. (see application)

6. Product Display

- Vendors are encouraged to display their products attractively and keep with the character of the market. Vendors are encouraged to display the prices of their goods.
- Vendors using a canopy / shelter must have it anchored. Stakes will not be allowed on pavement and / or asphalt for anchoring purposes. It is recommended to use sandbags and / or cement blocks. Please refer to rule 3.e.

- c. Vendors must provide their table(s).
- d. Food items must be displayed on a table, not on the ground.
- e. All vendors must comply with state and local guidelines for handling and storing food. Pre-packaged and prepared items must comply with current labeling laws. (See Michigan's Cottage Food Law)
- f. Food sampling must be done with adherence to MDA and Health Department Requirements. All vendors offering food samples must realize responsibility for the safety of the food samples being offered. The vendors offering samples must take precautions to make certain that food samples are handled and displayed properly to prevent contamination.
- g. Vendor displays must not exceed the boundaries of their assigned stall.
- h. No obstacles may be placed in front of a stall that would present a hazard to others.
- i. Vendor signage should be attractive, readable, in good condition, and keep with the character of the market.
- j. Non-potable water and electricity are available on-site, but use must be preapproved by the Market Manager.

7. Vendor Performance

- a. Vendors must keep their stalls maintained in a clean and sanitary condition. All boxes, bags, containers, and debris must be removed by the vendor and shall not be left on-site at the end of the day. Trash receptacles, maintained by the City, are meant for the disposal of small articles of waste and are provided for customers only.
- b. Vendors are expected to act professionally and courteously with customers, other vendors, and City staff. Discourtesy to patrons or other vendors, obscene language, shouting, or hawking of wares will not be tolerated.
- c. Vendors and / or their agents and employees shall not disparage, demean, or make negative comments about – in any form or fashion – other vendors and their products or stall setup, market staff, or the market itself. Conduct meant to harm someone's reputation and / or business will not be tolerated. This includes all social media outlets.
- d. All complaints and / or concerns, whether from vendors or customers, should be reported to the Market Manager and submitted in writing.
- e. Vendors shall not engage in disruptive conduct. Any disagreement between vendors shall be handled respectfully and professionally away from stalls and customers.
- f. Vendors are not permitted to play music that can be heard beyond their stall boundaries.
- g. Vendors with children (under the age of 16) accompanying them to the market must have a second adult present to care for the children. Children must be supervised at all times and remain within the assigned stall.
- h. All vendors are subject to federal, state, and county laws, including those governing health, sanitation, sales tax, packaging, labeling, weights, and measurements. Vendors must comply

with all rules applicable to the products they sell, such as having necessary food processing labels.

- i. Participating vendors are strongly encouraged to carry liability insurance for their market business.
- j. Imlay City Downtown Development Authority, City of Imlay City, and Imlay City Farmers Market are not responsible for the loss, theft, or damage to any vendors' merchandise, products, equipment, materials, or personal belongings.
- k. Vendors who leave their stall unattended for any amount of time do so at their own risk.
- l. Smoking is prohibited in the market area.
- m. Vendors are not permitted to bring animals to the market.
- n. Vendors must agree to hold harmless from legal or financial liability Imlay City Downtown Development Authority, City of Imlay City, and Imlay City Farmers Market.
- o. Failure to follow policies, regulations, and decisions of the ICFM and the City of Imlay City will result in immediate and permanent removal from the market with no refund.

8. Enforcement of Rules

- a. Market vendors must conform to the market rules at all times. Failure to follow policies, regulations, and decisions of the ICFM and the City of Imlay City will result in immediate and permanent removal from the market with no refund.
- b. All fees are non-refundable, even if the vendor does not attend a scheduled market day, the market is canceled due to inclement weather or any other reason, or if the market closes early due to inclement weather or any other unforeseen emergency.
- c. The DDA Director has the right to amend these Rules & Regulations if necessary.
- d. Failure to follow policies, regulations, and decisions of the ICFM and the City of Imlay City will result in immediate and permanent removal from the market with no refund.

9. Market Manager Responsibilities

The Market Manager is there to perform all related duties to maintain and operate the market in the best interest of the City of Imlay City, the public, and the market vendors:

- a. Enforces the days and hours of operation.
- b. Makes the call to cancel or close early.
- c. Assigns vendor stalls and coordinates set-up.
- d. Collects rental fees and data from all vendors, maintains records and accounts, and coordinates financial activities and payouts with the City of Imlay City's bookkeeper and treasurer.
- e. Directs the distribution / arrangement of all vehicles on the market premises or grounds.
- f. Upon closing, inspect stalls to ensure vendors have appropriately left their area.

- g. Verifies all local, state, and federal laws are observed, all licenses and permits are valid and current for each vendor, and maintain files the same.
- h. Locates new vendors as stalls are available to provide a variety and plenty of products available to the public.
- i. Makes decisions to approve or negate which vendors / products participate.
- j. Informs vendors of any violation of the rules and regulations.
- k. Enforces the rules and regulations.

FOOD LAW (EXCERPT)

Act 92 of 2000

289.4102 Cottage food operation; exemption from licensing and evaluation provisions; requirements.

Sec. 4102.

(1) A cottage food operation is exempt from the licensing and evaluation provisions of this act. This exemption does not include an exemption from the adulteration and other standards imposed in this section or under this act, or both, and does not limit the ability of the department to take appropriate enforcement action for applicable violations as described in section 5101. This subsection does not require a cottage food operation to meet the standards contained in 21 CFR part 110 or the food code.

(2) Cottage food products shall be prepackaged and properly labeled prior to sale.

(3) At a minimum, a cottage food operation shall place on the label of any food it produces or packages the following information:

(a) The name and address of the business of the cottage food operation.

(b) The name of the cottage food product.

(c) The ingredients of the cottage food product, in descending order of predominance by weight.

(d) The net weight or net volume of the cottage food product.

(e) Allergen labeling as specified by federal labeling requirements.

(f) If any nutritional claim is made, appropriate labeling as specified by federal labeling requirements.

(g) The following statement printed in at least the equivalent of 11-point font size in a color that provides a clear contrast to the background: "Made in a home kitchen that has not been inspected by the Michigan department of agriculture and rural development."

(4) Cottage food products may be sold directly from the cottage food operation to the consumer only, and not by internet or mail order. Sales by consignment or at wholesale are prohibited.

(5) The gross sales of cottage food products by a cottage food operation shall not exceed \$20,000.00 annually until December 31, 2017. After December 31, 2017, the gross sales of cottage food products by a cottage food operation shall not exceed \$25,000.00 annually. For the purposes of this subsection, gross sales shall be computed on the basis of the amount of gross sales within or at a particular domestic residence and shall not be computed on a per-person basis within or at that domestic residence. The department may request in writing documentation to verify the annual gross sales figure.

(6) Cottage food products shall be stored only in the primary domestic residence.

(7) An exemption under this section does not affect the application of any other state or federal laws or any applicable ordinances enacted by any local unit of government.

History: Add. [2010, Act 112](#), Imd. Eff. July 12, 2010 ;-- Am. [2012, Act 178](#), Eff. Oct. 1, 2012

COTTAGE FOOD LAW CHECKLIST

<https://www.michigan.gov/mdard/food-dairy/michigan-cottage-foods-information#CottageFoodChecklist>

MICHIGAN COTTAGE FOODS INFORMATION

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