



Vendor Application

Office Use Only
Date Received: _____
___ Approved ___ Denied
Reason: _____
Amt & Date Paid: _____

Please review the Troy Farmers Market Rules and Regulations carefully before submitting your application. If interested, complete this fillable form and submit along with proper documentation as directed on Page 2.

16 weeks, June 16–Sept 29, 2023 | 11 am–3 pm | Jeanne M. Stine Community Park | troymi.gov/farmersmarket

BASIC CONTACT INFO

Vendor Name: _____

Applicant’s Full Name: _____

Mailing Address: _____ City _____ Zip _____

Vendor Email: _____

Vendor Phone: _____

*Designated On-Site Contact Full Name: _____

On-Site Contact Cell Phone: _____

Vendor Website: _____

Vendor Social Media:

Facebook Name: _____

Twitter @ _____

Instagram @ _____

Do you accept credit cards? Yes No

Food Assistance Programs Accepted (check all that apply): SNAP WIC Project FRESH
 Double Up Food Bucks Senior Project FRESH/Market FRESH

MARKET CATEGORY

Select All Categories that Apply:

Farmer (produce, veggies, eggs, etc.) – up to 30% of produce may be brokered*

USDA Organic?

Plants (starter plants, seeds, flowers, etc.)

Cottage Food (see michigan.gov/cottagefood for a specific list of what qualifies as cottage food)

Artisan* (handmade kitchen-related craft items)

MI Sales Tax License # _____

Licensed Processed Food Vendor

Products must be created in a state licensed kitchen. Products must be packaged according to Michigan Food Law guidelines.

Wine or Hard Cider (with proper licensing)

Pet Food & Treats

PRODUCT LIST

*Please provide a specific product list in the space below the chart if you are an Artisan, Licensed Food Processor, have brokered produce, or selected an asterisked item in the chart below:

FARMER	<input type="checkbox"/> Apples	<input type="checkbox"/> Apricots	<input type="checkbox"/> Artichokes	<input type="checkbox"/> Arugula	<input type="checkbox"/> Asparagus
	<input type="checkbox"/> Beans	<input type="checkbox"/> Beets	<input type="checkbox"/> Blackberries	<input type="checkbox"/> Blueberries	<input type="checkbox"/> Broccoli
	<input type="checkbox"/> Brussels Sprouts	<input type="checkbox"/> Cabbage	<input type="checkbox"/> Cantaloupe	<input type="checkbox"/> Carrots	<input type="checkbox"/> Cauliflower
	<input type="checkbox"/> Celery	<input type="checkbox"/> Cherries	<input type="checkbox"/> Collards	<input type="checkbox"/> Corn	<input type="checkbox"/> Cucumber
	<input type="checkbox"/> Currants	<input type="checkbox"/> Eggplant	<input type="checkbox"/> Garlic	<input type="checkbox"/> Gourds	<input type="checkbox"/> Grains*
	<input type="checkbox"/> Grapes	<input type="checkbox"/> Herbs*	<input type="checkbox"/> Kale	<input type="checkbox"/> Kohlrabi	<input type="checkbox"/> Leek
	<input type="checkbox"/> Lettuce	<input type="checkbox"/> Melons	<input type="checkbox"/> Mulberries	<input type="checkbox"/> Mushrooms	<input type="checkbox"/> Mustard Greens
	<input type="checkbox"/> Okra	<input type="checkbox"/> Onion	<input type="checkbox"/> Parsley	<input type="checkbox"/> Parsnips	<input type="checkbox"/> Peaches
	<input type="checkbox"/> Pears	<input type="checkbox"/> Peas	<input type="checkbox"/> Peppers	<input type="checkbox"/> Plums	<input type="checkbox"/> Potatoes
	<input type="checkbox"/> Pumpkins	<input type="checkbox"/> Radish	<input type="checkbox"/> Raspberries	<input type="checkbox"/> Rhubarb	<input type="checkbox"/> Rutabaga
	<input type="checkbox"/> Scallions	<input type="checkbox"/> Spinach	<input type="checkbox"/> Summer Squash	<input type="checkbox"/> Strawberries	<input type="checkbox"/> Sweet Potatoes
	<input type="checkbox"/> Swiss Chard	<input type="checkbox"/> Tomatoes	<input type="checkbox"/> Turnip	<input type="checkbox"/> Watermelon	<input type="checkbox"/> Winter Squash
	<input type="checkbox"/> Yams	<input type="checkbox"/> Zucchini	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PLANTS	<input type="checkbox"/> Flowers (Cut)*	<input type="checkbox"/> Flowers (Potted)*	<input type="checkbox"/> Vegetables (Potted)*	<input type="checkbox"/> Fruit (Potted)*	<input type="checkbox"/> Herbs & Spices (Potted)*
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
COTTAGE* <small>*Note that all Cottage Items will need to be specifically listed in the section below</small>	<input type="checkbox"/> Breads	<input type="checkbox"/> Baked goods	<input type="checkbox"/> Vinegars	<input type="checkbox"/> Cakes	<input type="checkbox"/> Sweet breads or muffins containing fruits or veggies
	<input type="checkbox"/> Cooked fruit pies	<input type="checkbox"/> Fruit jams & jellies	<input type="checkbox"/> Dry herbs & dry herb mixtures	<input type="checkbox"/> Dry baking mixes	<input type="checkbox"/> Dry dip mixes
	<input type="checkbox"/> Dry soup mixes	<input type="checkbox"/> Dehydrated fruits/veggies	<input type="checkbox"/> Popcorn	<input type="checkbox"/> Cotton candy	<input type="checkbox"/> Chocolate-covered treats
	<input type="checkbox"/> Nuts	<input type="checkbox"/> Dried pasta	<input type="checkbox"/> Roasted coffee: beans or ground	<input type="checkbox"/>	<input type="checkbox"/>

*Please provide a specific product list here if you are an Artisan, Licensed Food Processor, have brokered produce, or selected an asterisked item in the chart above:

Vendor Name:

DATE SELECTION

Fridays, 11 am–3 pm | June 16–September 29, 2023 | Weekly (16 Weeks)

SELECT DURATION	COST	COST PER WEEK
Full Season Farmer Extra-Wide with Park-Behind	\$320	\$20
Full Season (Best Value) Traditional Vendor	\$240	\$15
Half Season Traditional Vendor	\$200	\$25
Every Other Week	First Half of Season	Second Half of Season
Specific Dates (indicated here) _____		
Additional Notes: _____		

SELECTION

SUBMISSION OF THIS FORM DOES NOT GUARANTEE ACCEPTANCE INTO THE MARKET.

Priority will be given to Full Season vendors. You will be notified via email within two (2) weeks if you are selected, and for which dates.

WAITLIST

If you are not selected to be a food truck vendor in the 2023 season (or for some of the dates you requested), you will immediately be put on a waitlist. Should space open up (vendor non-compliance, failure to pay, etc.), you will be notified via email.

PAYMENT

NO MONEY IS DUE AT THIS TIME. Upon approval, you will receive an invoice for the agreed upon dates. Within two (2) weeks of your approval, full payment is due in the form of a check **payable to “City of Troy”** and mailed to the below address. If you do not pay within the two (2) week time frame, your spot may be forfeited to vendors on the waitlist.

PROOF OF INSURANCE

Proof of insurance liability coverage – in the amount of \$1,000,000 per occurrence, with the City of Troy named as additionally insured will also be required at time of payment.

AGREEMENT

By signing below, I agree that I have read and agree to abide by the Troy Farmers Market Rules and Regulations. I also have read and agree to the release of liability statement documented within the Rules and Regulations.

Vendor Name _____

Signature

Printed Name

Date

SUBMITTING APPLICATION

Please submit this application, along with:

- Copy of License required by the Department of Agriculture (if applicable)
- Certificate of General Liability Insurance (\$1,000,000 naming City of Troy as additional insured)
- Certifications (organic, naturally grown, etc.)
- Copy of Michigan Sales Tax License

VIA EMAIL: farmersmarket@troymi.gov

BY MAIL:

City of Troy Community Affairs

ATTN: Market Manager

500 W. Big Beaver Road, Troy, MI 48084

OR

CLICK HERE:

~ Save a copy for your records ~

VENDOR RESOURCES

~ Retain For Your Reference ~

All vendors are responsible for their own sales tax license and permits required by the local, state and federal governments and must abide by all Michigan laws. Here are a list of resources to assist you in securing the necessary licensing and documentation.

LICENSING

Michigan Department of Agriculture

800.292.3939 (Food & Dairy Division)

800.292.3939 (Pesticide Division)

michigan.gov/mdard/licensing

michigan.gov/cottagefood

Oakland County Health Department

248.858.1280

oakgov.com/health

Michigan Food Safety

Mobile Food Units, Licensing FAQ, Providing Safe Samples, and more.

michiganfoodsafety.com

U.S. Department of Agriculture (USDA)

usda.gov

MICHIGAN SALES TAX

Department of Treasury

517.373.3200

michigan.gov/treasury

CERTIFICATE OF LIABILITY INSURANCE

Food Liability Insurance Program (FLIP)

800.520.6992

flipprogram.com

Contact your own insurance agent

TRAINING & SUPPORT FOR VENDORS & MARKETS

Michigan Farmers Market Association (MIFMA)

mifma.org