

City of Mt. Pleasant, Michigan

Mt. Pleasant
[meet here]

CITY HALL
320 W. Broadway • 48858
(989) 779-5300
(989) 773-4691 Fax

PUBLIC SAFETY
804 E. High • 48858
(989) 779-5100
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PUBLIC WORKS
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Mt. Pleasant Farmers' Market marks the 50th season in 2023 and we're looking forward to having you join us in the celebration!

Whether you are a farmer, prepared foods vendor or an artisan in the Central Michigan area and looking for a way to share the fruits of your labor with the Mt. Pleasant community, we invite you to join us for an informational vendor meeting for the 2023 market season. Each meeting will highlight similar information however the Returning Vendor Meeting is intended for those vendors who have successfully completed the *Farmspread* application process during a previous season. The New/Interested Vendor Meeting is tailored to introduce prospective vendors to the market, vendor requirements, deadlines and how to apply to the market through the *Farmspread* application process.

Returning Vendor Meeting

Thursday, April 6
1 p.m.
City Hall, Commission Chambers

New/Interested Vendor Meeting

Thursday, April 13
1 p.m.
City Hall, Commission Chambers

Website: www.mt-pleasant.org

Michigan Relay Center for Speech & Hearing Impaired: 711

Updated 3-19-2023

If you are unable to attend either of the Vendor Meetings and would like assistance creating, updating or applying through your *Farmspread* account contact the Market Manager, Carol Moody, at cmoody@mt-pleasant.org or 989-779-5330 to schedule an individual appointment.

Application Deadline: Friday, April 21 A completed *Farmspread* application, signed agreements, general liability insurance, applicable business and food licenses and payment must be logged prior to a stall assignment being made by the Market Manager and a vendor being permitted to sell at the market.

First choice of stalls will be offered to vendors returning from previous seasons, on a seniority basis when a completed application form is received by the Application Deadline: Friday, April 21. Complete application form, copies of applicable licenses, vendor product declarations form, farm/vendor visit form, vendor profile metrics form, food assistance benefit agreements and W-9 forms are due. After returning vendors have chosen stalls, new vendors will be assigned randomly with preference given to those purchasing the full season - farmers, food producers followed by artisans. Refer to the 2023 Farmers' Market Guidelines.

Congratulations – Beck's Bees, Happy Jack's Kettle Corn, Rose Lane Flowers, Travelin' Toms Coffee of Saginaw, Sweet Treats, and Winged Spur Farm drawing winners for completing and submitting vendor sales logs during the 2022 market season. They receive \$100 off vendor stall fees for the 2023 market season.

We look forward to your participation in the Mt. Pleasant Farmers' Market 2023 season. Should you have questions regarding the market, please feel free to contact us at your convenience.

Best,



Carol Moody, Market Manager
Mt. Pleasant Parks & Recreation
cmoody@mt-pleasant.org
989-779-5330

Important Dates

Application Deadline: Friday, April 21

Spring Market: Thursdays, May 4 to 25 at Island Park

Traditional Markets: Thursdays, June 1 to October 26 at Island Park

Saturdays, June 17 to October 14 at Broadway Street/Town Center

Vendor Payment Balances Due: Saturday, July 8

50th Anniversary Celebration: Thursday, July 20

National Farmers Market Week: August 6 to 12

Winter Market: Friday, December 1 at Broadway Street



Mt. Pleasant Farmers' Market utilizes Farmspread, a comprehensive on-line market platform, for managing the market. Vendor applications, invoicing, payments, stall assignments and sales reporting each occur through Farmspread. All vendors must apply through Farmspread. For questions or to schedule an appointment for assistance in creating your Farmspread account contact the Market Manager, Carol Moody, at cmoody@mt-pleasant.org or 989-779-5330. A completed Farmspread application, signed agreements, general liability insurance, applicable business and food licenses and payment must be logged prior to a stall assignment being made by the Market Manager and a vendor being permitted to sell at the market. **Application Deadline: Friday, April 21.**

An invoice will be sent upon acceptance to the market. A minimum deposit of half the stall fee (for each stall rented) is due and must be submitted upon receipt of invoice. The remaining balance of each stall rental fee is due no later than Saturday, July 8, 2023. Stall rental fees will revert to the daily stall rental fee rate when all balances for each stall are not paid in full by Saturday, July 8, 2023. Vendors will have the ability to pay stall fees through Farmspread with a debit/credit card. Check or cash payments can be submitted at the Parks & Recreation Office.

Farmspread has a Support/Learning Section where you can browse a variety of vendor topics for video and tutorial assistance. <https://marketspread.com/learning/vendor/>

Check out the capabilities available to vendors in the **Updated! Vendor Profile Tips & Tricks** <https://marketspread.com/blog/vendor-profile-tips/>

Then, visit the Mt. Pleasant Farmers' Market web page, www.mt-pleasant.org/farmersmarket, scroll to the **For Vendors** section and click on the **Apply to Market** button. This will take you directly to the page where you can create your vendor account. Returning vendors can log into their existing account; no need to create a new account.

Once your Farmspread vendor account is created you'll be able to apply to Mt. Pleasant Farmers' Market. In your vendor account there is a button that when selected allows you to grant market staff access to editing your profile, application and products. This is beneficial when you do not have time to complete the application process and/or need assistance and are willing to let the market update your information as necessary. Additionally, over the years we've taken photos at the market and during farm visits that we would be happy to add to your vendor page to help you create a dynamic vendor page. Please don't hesitate to reach out if you need assistance with this process.

Mt. Pleasant Farmers' Market is a vibrant marketplace connecting residents and visitors with local farmers, food producers and artisans, increasing access to fresh, affordable, local and healthy food choices, inspiring healthy lifestyles, strengthening our local economy, providing a festive gathering place, enriching lives and building community.