BIRMINGHAM
FARMERS MARKET

RULES AND REGULATIONS

Revised March 18, 2026

If accepted at the Birmingham Farmers Market, vendors must agree to follow all local and state ordinances in regards to health and safety measures.

HOURS OF OPERATION/LOCATION:

- Open the first Sunday in May through the last Sunday in October.
- Sundays only, 9:00 a.m. to 2:00 p.m. Market is **open RAIN or SHINE**.
- Located in Municipal Parking Lot #6 at 660 North Old Woodward Avenue.
- Vendor set-up **begins at 7:00 a.m**. to be prepared and **open for business by 8:45a.m.**
- Unloading of goods and produce in the market must be completed and unapproved vehicles removed from the market lot by 8:30 a.m.
- Vendors will receive a courtesy reminder for the first late setup. Three late setups may result in the loss of their assigned location.
- Vendors are required to stay for the duration of the Market with all sales concluding by 2:00 p.m. Teardown may not commence until 2:00 p.m. The lot must be vacated by 3:00 p.m. Vehicles are permitted in and out of the Market beginning at 2:05 p.m. proceeding with caution as pedestrians will be present.

ITEMS TO BE SOLD:

- The Birmingham Farmers Market Committee, under authority of the Birmingham Shopping District and the City of Birmingham, has final approval over all items sold at the Birmingham Farmers Market.
- Items for sale will be defined as Michigan grown goods and produce including: fruit, vegetables, edible grains, plants, trees, shrubs, cut flowers, dried flowers, herbs, apiary products, maple syrup, dried fruits and nuts, baked goods, dressings/sauces, jams/jellies, eggs, fish, meats and cheese.
- A limited number of manufactured or handcrafted items are allowed if they align with traditional farmer's market products and receive committee approval.
- Priority will be given to those who grow their own products.
- Vendors must sell products they grow or produce - reselling is not permitted.
- Farms are subject to inspection at the discretion of the Birmingham Farmers Market Committee.

VENDOR SPACES:

- The weekly fee for a 10' x 10' vendor space is $40.
- Vendors may request a maximum of three adjacent spaces, each fitting one 10' x 10' canopy.
- Vacant spaces are reserved for BSD and require Market Manager approval prior to use.
- All walkways must be kept clear of vendor displays and marketing to allow for the free passage of pedestrians and emergency vehicles.
- Applicants are not required to commit to a full or half season, allowing for flexible scheduling.
- In the best interest of the market visitors and community, the Market Manager, under the advisement of the Farmers Market Committee, will take into consideration the following factors during the approval process:
    - Those who grow their own products will have highest priority.
    - Regular attendance at the Market as a weekly vendor.
    - Level of product quality, appearance, and display.

- Previous violation(s) of the Market Rules & Regulations.

Vendors are NOT guaranteed the same vendor placement each week.

DISPLAY OF GOODS AND PRODUCE:

- Display must be neat, orderly and clean at all times.
- Food items shall be displayed on a table or bench; items on the ground must be in a container (box, basket, etc.)
- Display tables must be clean, in good repair, and covered or freshly painted.
- All products must meet Michigan Department of Agriculture packaging and labeling standards.
- Food and drink samples require a permit from the Michigan Department of Agriculture through the Oakland County Health Department. A copy of the permit must be available upon request.
- Displays must not block the view of nearby spaces or create hazardous conditions to neighboring vendors. Items shall be contained within rented spaces.
- Vendors must provide their own equipment, including tents, weights, tables, chairs, awnings, brooms, extension cords, etc.
- Booths are required to have tent canopies or awnings.
- Stakes are not allowed on pavement, lawn, or the dirt areas of the Market premises.
- **Tents must be properly anchored with weights to avoid injury. If not, the building inspector requires the BSD to secure tents, with vendor incurring a charge of $10 per weight.**
- Cooking on-site is prohibited without prior approval.
- Electrical utilities are available for an additional fee of $10 per week.

VENDOR REQUIREMENTS:

The Birmingham Farmers Market Committee must approve all vendors. In addition, the following items are required for inclusion in the Birmingham Farmers Market:

- A copy of the vendor's **Michigan State Retailers Sales Tax License**. State law requires that we must verify the retail sales tax license number of every person selling at the Birmingham Farmers Market.
- A completed **Birmingham Farmers Market Vendor Application**.
- A **complete list of products to be sold.**
- 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.
- The above requirements must be met before an application for permission to sell can be approved.

Michigan Department of Agriculture:	800-292-3939 (Food & Dairy Division) *or* 800-292-3939 (Pesticide Division)
Oakland County Health Department:	248-858-1280
Department of Treasury:	517-373-3200 or www.michigan.gov/treasury

VENDOR PAYMENTS/INSURANCE:

- Vendors will be invoiced monthly, one month in advance.
- Vendors will be required to pay for their space(s) one month in advance throughout the season. Payments are to be made payable to the Birmingham Shopping District. Payments can be mailed to City of Birmingham, Treasury PO Box 3001, Birmingham, MI 48012-3001 or made in person at the City of Birmingham Treasury Office, Monday – Friday between 8 a.m. and 5 p.m. *There is an option to pay online or by phone. A small convenience fee will be applied. Visit* ***www.downtownbirmingham.com/pay*** *or call* ***1-866-608-6092.***
- Vendors registering for six or more weeks during the 2026 season will receive a 20% discount if they pay for their full season in advance. The Birmingham Shopping District must receive payment by April 15th for vendor to qualify for the discount.
- **Payment is due one month in advance throughout the season. Failure to comply with this rule may result in loss of vendor location and/or admittance to the Market.**
  - **Vendors are required to pay for their committed weeks whether they attend or not.**
  - **Alternate dates may be substituted if vendor notifies the Birmingham Shopping District via phone or email by noon the FRIDAY before their scheduled Market Day.**
  - **No refunds will be issued at any time, for any reason.**

    - **Contact the BSD office at 248-530-1200 or bsdinfo@bhamgov.org**
- **No** money will be collected at the Market.

- All vendors are required to have liability insurance. If insurance is not accurate or up to date by the **FRIDAY** before their scheduled Market Day, vendor is subject to lose vendor location and/or admittance to the Market.
    - Upon acceptance, vendors are required to provide a copy of their **Certificate of Insurance**. Commercial General Liability insurance must be in the amount of $1,000,000 per occurrence with both the City of Birmingham and the Birmingham Shopping District listed as additional insured.

  The address for both the **City of Birmingham and the Birmingham Shopping District** is 151 Martin Street, Birmingham, MI 48009.

PARKING:

- Vendors may park one standard sized vehicle behind their tent. Oversized vehicles and those with trailers should be parked in the North Old Woodward Parking Deck, north of Willits.
- **Vendor parking is prohibited at metered spaces along North Old Woodward Avenue as it is reserved for Market visitors.**
- Unloading of goods and produce in the Market must be completed and unapproved vehicles removed from the Market lot by 8:30 a.m.
- Vendors will not be allowed to drive vehicles through the market during market hours or when patrons are present. Items must then be delivered and retrieved by cart.
- Parking on side streets adjacent to the Market location is prohibited.

WEATHER POLICY:

- **Birmingham Farmers Market is a 'Rain or Shine Market',** which means we will be officially OPEN during our regular hours, even in inclement weather conditions.
- The Market Manager or designee on site has the authority to call off the market in extreme conditions. This decision may occur prior to or during the event at their discretion.
- Safety is of the highest priority. If lightening occurs or severe weather is imminent (commonly signified by sirens and/or alerts from the national weather service) vendors have the option of leaving the market to find safety. In an effort to ensure everyone is accounted for, the Market Manager must be notified upon the vendors' decision to leave.
- **Vendors are expected to appear on their scheduled days, regardless of the weather forecast. If a vendor does not appear and does not give proper advance notice, the vendor will forfeit their daily fee.**

VENDOR NAME AND SIGNAGE:

- Vendors must provide a sign that is clean, legible and professionally displayed.
- The vendor sign must include business name and city location. Optional information may include address, telephone and product descriptions.
- If a vendor is carrying produce or items produced by another farm, the vendor must post a tabletop sign indicating where the products originated.

TRASH:

- Upon closing of the Market day, each vendor is responsible for leaving spaces cleaned and swept. Any space deemed not cleaned will be charged a $50 fee.
- Each vendor must remove all of their boxes, bags, containers, waste and other trash from inside/around their Market space prior to exiting for the day.
- **Vendors are prohibited from using the trash and recycle boxes provided at the Market. These are for Market customers' use only.**
- A dumpster is available for vendors to use at the back northeast corner of the Market, marked "Birmingham Farmers Market."

MISCELLANEOUS:

- Birmingham Shopping District (BSD) merchants will be offered 1 free space for 2 Sundays, for promotional purposes. If a BSD merchant wishes to sell items, all items for sale must meet the rules and regulations for the Market.
- No soliciting outside of Vendor space, no “hawking” of products or pressured sales tactics are allowed.
- Bicycles, skateboards and rollerblades are not permitted on Market walkways.
- Customers are **NOT** allowed to drive into the Market to pick up items.
- Bathroom facilities are available on Market premises from 7:00 a.m. until 2:30 p.m.

ENFORCEMENT OF RULES:

- The Market Manager has the authority to enforce all rules and guidelines. Non-compliant vendors may be prohibited from participating in the Market at the discretion of the Market Manager and the Birmingham Farmers Market Committee, under authority of the Birmingham Shopping District and the City of Birmingham. The Market rules supplement the City of Birmingham code provisions.
- The Market Manager and the Birmingham Farmers Market Committee reserve the right to reject a vendor application if, in the Market Manager’s and/or Committee’s judgment, the goods and produce are not compatible with the overall concept of the Market.
- Vendors, their employees and volunteers will be expected to act in a professional, cooperative and courteous manner with customers, other vendors, the Market Manager, Birmingham Shopping District and City of Birmingham staff, etc. **Behavior deemed unprofessional is grounds for immediate removal from the Market.**
- **All fees are non-refundable even if the vendor does not attend on a scheduled Market day. This includes any early closing of the Market due to inclement weather or any other unforeseen emergency.**
- The Birmingham Farmers Market Committee reserves the right to void contracts at any time for any reason. All decisions are final.
- Any concerns or conflicts regarding market policies and guidelines should first be brought to the attention of the Market Manager. If the Market Manager and Vendor(s) are unable to reach a resolution, the matter will be escalated to the Birmingham Farmers Market Committee whose decision will be final.

These rules and regulations are subject to change at the discretion of the Birmingham Farmers Market Committee.
For more information or clarification, contact the Birmingham Shopping District 248-530-1200