



Comstock Township Farmers Market

(269) 343-8212 ext. 1 

farmersmarket@comstockmi.gov 

comstockmi.gov/farmers-market 

Comstock Township Farmers Market 2026 Vendor Rules & Requirements

About the Market

The Comstock Township Farmers Market is organized by Comstock Township Parks & Recreation.

Mission: The Comstock Township Farmers Market's mission is to create an opportunity to sell and buy locally grown/made products through community empowerment and celebration.

- The Market's definition of local is food that is grown, raised, or processed in Michigan.

Market Schedule & Location

- **Location:** Merrill Park (5817 Comstock Avenue, Kalamazoo, MI 49048)
- **Schedule:** Mondays from 3 - 6 PM, rain or shine
- **2026 Dates:** June 1 - September 21, 2026 (*Closed Labor Day, September 7*)
- **5th Annual Fall Festival:** Saturday, September 26, 2026, from 12 - 3 PM

Please read this document carefully. By submitting an application, Vendors agree to follow all Comstock Township Farmers Market Rules & Requirements.

Becoming a Market Vendor

Step 1: Complete & Submit Application

- Complete the application online at comstockmi.gov/farmers-market or request a paper copy from the Market Manager
- List all products and select Market Days
- Include any required licenses, certifications, or product labels
- Submit the application online, in-person to the Comstock Township Office, or mail to: Comstock Township Parks & Recreation, PO Box 449, Comstock, MI 49041

Step 2: Review

- The Market Manager will review applications and respond within 5 business days of submission
- Supply other supporting documentation or receipts, if requested by the Market Manager

Vendor approval is based on several factors, including application detail and completeness, adherence to Market rules and requirements, proximity to Comstock Township, variety of products, and Market participation and attendance.

Step 3: After Approval

- Sign Vendor Agreement
 - Pay fees or Commitment Deposit (*See page 4 for "Payments & Payment Methods"*)
 - OPTIONAL: Provide insurance certificate (*See page 4 for "Insurance & Hold Harmless"*)
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Vendor Eligibility, Licensing, & Products

VENDOR ELIGIBILITY

To be eligible to participate in the Market, a Vendor must grow, make, or produce at least 75% of the products they offer for sale. (See page 3 for “Products Not Grown, Made, or Produced by the Vendor” to learn what else can be sold)

Vendors must have a completed application for the current season submitted and approved, including a list of all products they wish to sell at the Market. Vendors may only sell products listed on their application.

Businesses that operate solely as independent sales representatives or resellers of nationally/internationally produced retail brands are not currently eligible to participate in the Market.

LICENSING

All Vendors are responsible for complying with all applicable federal, state, and local laws governing their business and products, including preparation, licensing, labeling, storage, and sales. All products offered for sale are subject to inspection by federal, state, and local officials.

Vendors must include all relevant licenses and certifications for their application to be considered complete. Vendors selling products with labelling requirements must provide copies of those labels.

ALLOWABLE PRODUCTS

Vendors may only sell products listed on their application. All products for sale at the Market must meet all applicable federal, state, and local preparation, licensing, labeling, and storage regulations. Products allowed to be sold include but are not limited to:

Food Products Grown or Produced by the Vendor Selling Them

- Fresh Produce – Whole, uncut fruits and vegetables
- Eggs – From the Vendor’s own birds (*license-exempt if under 3,000 hens*)
- Honey & Maple Syrup - From the Vendor’s own bees or trees (*license-exempt if gross annual sales below \$15,001*)
- Cottage Foods – Baked goods (excluding those made from pre-made dough or baking mixes), jams, granola, dried foods, and other non-hazardous foods made in the Vendor’s home kitchen (*must follow Michigan Cottage Food Law*)
- Value-Added Foods – Baked goods, salsas, pickles, acidified foods, and other items produced by the Vendor in a licensed kitchen
- Meat & Poultry – From Vendor’s own animals, processed at USDA- or MDARD-inspected facility (*license required*)
- Fish – From commercial fisherman or a licensed distributor
- Dairy – Cheese, yogurt, ice cream or gelato, etc. from a licensed dairy facility
- Foods Prepared On-Site – Licensed food trucks, carts, and similar mobile food service operations
- Pet Treats & Food – Animal food, treats, and snacks marketed for pets (*license required*)

Plants & Flowers

- Cut flowers, non-hardy vegetable plants, cut herbs, cut Christmas trees or greens grown by the Vendor selling them
- Winter-hardy perennial plants, including trees, shrubs, perennials, fruit trees, berry plants, rose bushes, vines, herbs, rhubarb and asparagus crowns, strawberries, bulbs and other plants capable of surviving the winter without special care (*license required*)

Non-Food Products Made by the Vendor Selling Them

- Crafts or art, including but not limited to gift items, natural fiber, and garden-related items, especially if made with local agricultural or natural products
- Handmade soap, body care products, and cleaning products
- Pet accessories, toys, or single-ingredient chews (antlers, split bones, etc.)

Products NOT Grown, Made, or Produced by the Vendor Selling Them

Promotional Products: Vendors may sell commercially produced products that directly promote their business, such as branded t-shirts, tote bags, or stickers.

Supplemental Products: Food Vendors may sell a limited number of prepackaged food or beverage products that they do not produce themselves. These supplemental products must not exceed 10% of the Vendor's total inventory and must be prepackaged for retail sale.

Products Made by Other Michigan Growers or Producers: Up to 25% of a Vendor's inventory may include products made by other Michigan growers or producers. Requirements:

- Products must be sourced from Michigan.
- The Vendor must be familiar with the original producer's growing or production practices.
- Items must be clearly labeled with the original producer's name and location.

PROHIBITED PRODUCTS

The following products may not be sold at the Market:

- Home-prepared foods (other than Cottage Foods)
- Live poultry or animals
- Raw milk
- Tobacco products
- Beer and spirits
- Wine and hard cider
- CBD pet treats, CBD edibles, or any CBD products
- Marijuana edibles, smokable marijuana flower, growable marijuana seeds, starts, and plants
- Viable hemp seeds, starts, and plants

NOTE: Comstock Township has opted out of medical and recreational marijuana establishments; as such, sales of cannabis and related products are prohibited.

Prohibited Resale: Meat, poultry, eggs, or Cottage Foods may not be resold at the Market. Only the producer of these items may sell them at the Market.

For questions about who is eligible to sell at the Market or what products may be sold, please contact the Market Manager at farmersmarket@comstockmi.gov or 269-343-8212 ext. 1.

Payments & Optional Insurance

PAYMENTS: VENDOR FEES & COMMITMENT DEPOSITS

Based on the number of Market Days they register for, Vendors are considered either Daily or Seasonal.

Daily Vendor	Seasonal Vendor
Registers for 1 – 3 Market Days	Registers for 4 or more Market Days
\$5 per Market Day, non-refundable	Seasonal Vendor fees are waived for 2026
No Commitment Deposit	\$30 Commitment Deposit, refunded in October if Vendor: <ul style="list-style-type: none"> • Attends all registered Market Days • Follows Rules & Requirements
Payment due by first registered Market Day	Payment due by Opening Day or upon approval, whichever is later

Payment Methods

- **In-Person:** Stop by the Comstock Township Office (5858 King Highway, Kalamazoo) during open hours with cash, check, or credit/debit card. Credit/debit card transactions are charged a processing fee.
- **Drop-Box:** Drop off cash or check payment anytime using the drop-box in front of the Comstock Township Office. Label payment for the Farmers Market and include Vendor name.
- **Mail:** Mail check payment to: Comstock Township Parks & Recreation, PO Box 449, Comstock, MI 49041. Label payment for the Farmers Market and include Vendor name.
- **At the Market:** Daily Vendor fees can be paid in cash or check to the Market Manager on Market Day.

Please make checks payable to **Comstock Township Parks & Recreation**.

(OPTIONAL) INSURANCE & HOLD HARMLESS

While insurance is **not** required to participate, it is strongly encouraged that all Vendors carry liability insurance. General liability and product liability insurance (each with a minimum of \$1,000,000 in coverage per incident) naming Comstock Township as additional insured is recommended.

Comstock Township Parks & Recreation assumes no responsibility and shall not be liable for any damage or injury. All Vendors must sign the Comstock Township Farmers Market Vendor Agreement including hold harmless agreement.

Market Day Operations

VENDOR SPACES

A vendor space consists of roughly 10 feet x 10 feet. Vendors will be assigned one space. If more room is needed, Vendors will need prior approval from the Market Manager. Added fees may apply.

Equipment

Vendors must bring any equipment needed for their space, including tables and 10'x10' pop-up canopies/tents. The Market does not provide tables, chairs, pop-up canopies or tents, or weights.

Tent Weights Required (No Stakes): All approved pop-up canopies or tents must be weighed down with at least 25 pounds per leg. Weights must touch the ground and connect securely to the frame corners. Stakes are not allowed. Unweighted or insufficiently weighted tents can be a serious safety concern. Vendors are responsible for any injury or damage caused by their tents or equipment.

Signage Requirements

All Vendors must:

- Display a sign showing the name and location of their business
- Post price of each product in a place clearly visible to customers
- Label any product that they did not grow, make, or produce with the original producer's name and location

Use of the Term "Organic": To label or represent their products or practices as organic, Vendors must produce according to USDA National Organic Program (ams.usda.gov/nop) standards and hold current certification from a USDA-accredited certifying agent. Vendors must also be registered with MDARD under the Michigan Organic Product Act (Act 316 of 2000) (legislature.mi.gov). Vendors must provide certification and registration documentation to Market Manager.

Electricity & Generators

Because access to electricity in Merrill Park is extremely limited, the Market is unable to offer electricity to Vendors.

Quiet generators are allowed if the noise level doesn't interfere with other vendors' ability to do business, as decided solely by the Market Manager.

MARKET DAY SCHEDULE

Vendors may arrive at 1:30 PM for setup. The Market opens and sales can begin at 3 PM. Vendors are expected to remain prepared to do business until 6 PM, when the Market closes.

Loading and unloading zones will be available before and after the Market.

MARKET DAY REQUIREMENTS & CONDUCT

Required at Every Market

- ✓ **Tent Safety** – Vendors must secure each tent leg with a minimum of 25 lbs. of weight per leg. Weights must touch the ground and be secured to frame corners. Stakes are not allowed.
- ✓ **Signage with Business Name & Product Prices/Origins** – Vendors must display a sign showing their business name and location, and must post price of each product in a place clearly visible to customers. Any products not grown or made by the Vendor selling them must be clearly labeled with the original producer’s name and location.
- ✓ **Keep Space Accessible & Clean** – Vendors must keep their assigned space clean, accessible, and free of trip hazards. Vendors must keep customer pathways clear, and remove all waste and materials at the end of each Market Day.
- ✓ **Keep Business in Assigned Space** – Vendors must conduct all sales, sampling, and displays within the boundaries of their assigned vendor space.
- ✓ **Complete Sales Slip** – Vendors must complete a sales slip to report sales data at the end of each Market Day.

Allowed with Conditions

- ✓ **Offer Bite-Size Samples of Food Products** – Pre-approval from Market Manager needed. Vendors must follow MDARD’s [Guidelines for Providing Safe Food Samples](#) and bring/use own handwashing station.
- ✓ **Play Music Considerately** – Family-friendly music at a reasonable volume is allowed if it does not interfere with other vendors’ ability to do business. Music must not include strong language, depictions of violence, sex, or substance abuse. Vendors must hold any proper public performance licenses required by law.
- ✓ **Bring & Use a Quiet Generator** – Quiet generators are allowed if they don’t interfere with other vendors’ ability to do business.

Never Allowed

- ✗ **Smoking, Vaping, Tobacco Products, Controlled Substances, Marijuana, & Alcohol** – Prohibited within or about any Township park per Ordinance 540.
- ✗ **Hawking** – Calling out to customers, outcries, or other methods of attracting attention is not allowed.
- ✗ **Sharing or Transferring Vendor Spaces** – Vendor spaces may not be shared, sublet, or transferred to another person or business. Each business must apply separately and occupy its own space.

SALES & DATA REPORTING

After each Market Day, Vendors must complete a sales slip to report sales data. Vendors who choose to count cash sales after they leave the Market can submit that sales data on the following Market Day or via email.

This data helps the Market assess its health and impact, explore grant and funding opportunities, and make informed decisions about operations and programming. All sales data is kept confidential and only shared in aggregate. Individual vendor sales will never be identifiable in public reports or communications.

ATTENDANCE & CANCELLATIONS

Once approved, Vendors are expected to attend all Market Days for which they have registered.

To make schedule changes, Vendors must:

- **Cancel or Add Market Days:** Notify Market Manager by the Friday before (3 days' notice)
- **Last-Minute Changes (illness, late arrival, etc.):** Call Market Manager as soon as possible

Failure to provide timely notice of cancellations or late arrival may result in loss of vendor space and forfeiture of Commitment Deposit.

WEATHER & EARLY CLOSURES

The Market is "rain or shine." Attendance is expected unless the Market is cancelled by the Market Manager. If a Market Day is cancelled by the Market Manager for any reason, Daily Vendor fees will be applied toward another Market Day or refunded.

If hazardous weather (tornadoes, severe thunderstorms, winds, large hail, flooding rains, lightning, and extreme heat or cold) or other unforeseen circumstances require the cancellation of a Market Day prior to its open, scheduled Vendors will be notified via email or phone call as far in advance as possible. If hazardous weather or other unforeseen circumstances occur while the Market is already open, the Market Manager may temporarily suspend the Market or close early.

Conduct & Community Expectations

All Vendors, employees, and helpers are expected to treat all Market participants with respect and follow all posted park rules. Vendors are responsible for their employees and helpers and must inform them of all Market rules and requirements.

Non-Discrimination Policy: No Vendor shall refuse to allow the purchase of any produce, goods, or participation based on race, religion, color, creed, gender, political affiliation, sexual orientation, national origin, sex, age, marital status, gender identity, height, weight, or mental or physical ability. Violation of anti-discrimination laws, or behavior deemed to violate such laws, may result in eviction from the Market without refund.

Anti-Harassment Policy: The Market is committed to creating and maintaining a thriving marketplace that is free from all forms of harassment. Harassment in any form is unacceptable. Sexual harassment may include, but is not limited to, unwelcome conduct such as physical contact; sexual advances; discussions, remarks, “teasing,” or “jokes” of a sexual nature; and other verbal or physical harassment of a sexual nature. Vendors who witness harassment should immediately report it to the Market Manager.

No Obscene or Threatening Language or Signage: While participating in the Market, the use of any obscene or threatening language or display of any obscene or threatening signage, including hate symbols, by Vendors is prohibited. Vendors are expected to cover or remove any hate symbol or display of any obscene or threatening signage from their person or vehicle while on the premises on Market Day.

Rule Enforcement

The Market Manager shall be charged with the responsibility of interpreting and enforcing rules and maintaining order at the Market. Any issues should be directed to the Market Manager. The Market Manager will work with Vendors to address concerns before taking formal action. Failure to follow Market rules and requirements will result in the following consequences:

1. Verbal warning (documented)
2. Written warning including required corrective action and timeline
3. Suspension and/or dismissal (length determined by Market Manager based on severity and timing of offense) without refund

If a Vendor or person violates Market rules and requirements, poses a health or safety hazard to any Market participants, or creates a disturbance which interferes with Market operations or the vendors’ orderly conducting of business, the Market Manager may order such person to leave the premises. Any person who remains after being ordered to leave will be trespassing. Any Vendor who is ordered to leave and does not do so immediately will be excluded from further participation in future Markets conducted by the Township, and none of their payments will be eligible for a refund.

Marketing & Promotions

Vendors are encouraged to follow the Market’s social media accounts and tag the Market in their posts.



[facebook.com/ComstockTownshipFarmersMarket](https://www.facebook.com/ComstockTownshipFarmersMarket)



[@ComstockTwpFarmersMarket](https://www.instagram.com/ComstockTwpFarmersMarket)

Portions of Vendor applications may be used for marketing purposes, to inform customers of Vendors’ products, processes, and practices. Vendor contact information will never be shared without permission.

These rules are valid as of March 2, 2026. The Market Manager reserves the right to revise these rules at any time. If revisions are made during the Market season, approved vendors will be notified within 7 days.

If you have questions about the Comstock Township Farmers Market or would like to request a paper copy of the application, please contact the Market Manager at farmersmarket@comstockmi.gov or 269-343-8212 ext. 1.