



March 2025

Dear Vendor:

Murray Main Street will begin its 26th season for the **DOWNTOWN FARMERS MARKET** on **May 10th** continuing through **October 25th**. The Downtown Farmers Market will be located on Maple Street and South 5th Street, in historic downtown Murray.

We encourage all vendors to make their displays attractive. In addition, it is a 'MUST' to have signs informing customers of product price and origin. We will have a pricing list for produce vendors prior to the first day of the market. All goods sold must be handmade and approved by Murray Main Street. **Our market is a non-smoking market. Please refrain from smoking while at your vendor space.**

Attached are the application form, Vendor Space Layout diagram for Downtown Farmers Market spaces, the market by-laws, fee rates and guidelines. Please let us know if you have questions.

Your membership fee of \$50 and market application form, indicating desired space choice, need to be received as soon as possible since space availability is on a 'first-come, first-served' basis. All **pre-season applications** must be received prior to April 25th to be eligible for the discounts. Checks must be made payable to Murray Main Street. Registration fee and application may be dropped off at The Murray Main Street office located at 206 S 4th Street, Monday-Friday, 8:00 am to 4:00 pm or mailed to:

Murray Main Street
Downtown Farmers Market
206 S 4th Street
Murray, KY 42071

If you have any questions, please call the Main Street office at 270-759-9474 or Deana Wright at 270-293-7815.

Thank you,

Ryan

Ryan Marchetti
Murray Main Street President

MARKET SEASON: Every Saturday, May 10 - October 25

SATURDAY MARKET HOURS:

- ❖ Set-up begins at 5:30 a.m. the day of market. **NO EARLIER**
- ❖ Market opens at 7:00 a.m. and closes at 12:00 p.m.

PRE-REGISTRATION:

Pre-registration with the assignment of a reserved space is offered in advance of opening day. Spaces are assigned on a first come/first served basis and assigned by Murray Main Street. All pre-registration requests must be accompanied by payment in full. A layout diagram is enclosed with a list of available spaces: N=North side of Maple Street, S=South side of Maple Street, W=West side of 5th Street, E=East side of 5th Street.

MARKET RULES:

1. **No business license is required** for participation in the Downtown Farmers Market. If you choose to sell your goods at any other location in Murray, a Murray City "Business License" is required.
2. The Downtown Farmers Market offers a unique opportunity for local artists and craftspeople to sell their work; therefore, only work that is handcrafted will be accepted. **Any commercial, manufactured or imported items will not be allowed.** Murray Main Street reserves the right to determine whether goods or services are appropriate for sale or distribution at the market. **All vendors selling prepared food MUST consult with the Calloway County Health Department.**
3. To be able to give food samples, you **MUST** hold a Farmers Market Sampling Certificate. If you are cooking ready to eat meals at the market, you must have a Farmers Market Temporary Food Service Establishment Permit.
4. **All tents used must have straight legs (no slanted legs will be permitted)**
5. Placement of booths will be at the discretion of Murray Main Street.
6. Selling area should be kept clean and attractive. Participants are responsible for dismantling and cleaning their space before departing. Please be respectful and clean up after yourself before leaving.
7. **Signage is required for all products, stating the price of each item. Signage stating the origin of your produce is also required. New pricing signs will be provided for your use.**
8. **Minimum pricing is required on certain produce/products at the farmers market. If a vendor is found to be in violation of minimum pricing rule, vendor will be asked to correct the issue. Second offense will result in forfeiture of space and funds paid for space. No season payment will be refunded. Minimum pricing may vary throughout season.**
9. If you use scales, you **must** have **certified scales**. If you are going to give samples of food, you must have a sampling certificate.
10. Hawking (yelling at customers to come into your space) and approaching or soliciting customers in the common traffic areas is prohibited.
11. **Leaving the market prior to Noon on Saturdays is NOT ALLOWED**; however, if you must leave, inform market management so that you may be placed in a location that is least disruptive to the market. Ask management for assistance when ready to depart.
12. Stay within the boundary of your space. If you go over the boundary, you will be asked to move or charged extra. **DO NOT** exceed frontage allowed for market space. Vendors may set up and pay for no more than three (3) spaces.
13. If you choose to pre-pay for certain dates, those dates cannot be transferred to another date without prior approval.
14. To be a part of this market, you must be set up within the area designated as the market. Anyone set up outside the area will be required to have a business license and show proof of insurance.
15. Season pre-payment will reserve your space until 6:30 a.m. on market days. If you are not occupying the space at that time, we reserve the right to assign that space to someone else.
16. Any state or city policies/guidelines which are established as a result of a declaration of an emergency or pandemic shall be followed. Failure to be in compliance may result in forfeiture of space and funds for each occasion vendor fails to comply. No season payment will be refunded. This shall be at the absolute discretion of the market manager.

Murray Main Street agrees to advertise the Downtown Farmers Market each week in one or more venues.

The undersigned desires to participate in the Murray Main Street Downtown Farmers Market, which is a community event organized by volunteers for the betterment of downtown, in support of area growers and vendors, and for the enjoyment of the attending public.

The undersigned hereby acknowledges that he/she is participating in this event at his/her own risk. He/she will agree to waive and discharge any and all claims against Murray Main Street and its representatives.

Any complaints about the Downtown Farmers Market activities, vendors, customers or volunteers must be submitted in writing to a Murray Main Street Board member and he/she will take the appropriate action. Do not discuss such issues with customers or other vendors.

I have read and understand the Downtown Farmers Market guidelines. By signing, I agree to follow all requirements and work with Murray Main Street to ensure the success of the farmers market.

KEEP THIS COPY FOR YOUR RECORDS



MURRAY MAIN STREET
Downtown Farmers Market-2025
Application and Guidelines
(make check payable to Murray Main Street)



like us: Murray Downtown Farmers Market

follow us: @downtownfarmersmarketmky

CONTACT INFORMATION:

Name: _____ Farm (business) name: _____

Address: _____ City: _____ St: _____ Zip: _____

Phone: _____ Email: _____

PRODUCT INFORMATION:

Please describe the produce and/or goods to be sold:

Do you grow or make your own products? Yes _____ No _____ (If no, please explain where you get your produce and goods:)

VENDOR LOCATION PREFERENCE: PRE-SEASON APPLICANTS ONLY

Please indicate the space number(s) that you would like to have, from the enclosed Vendor Space Layout. If you pay the full year discounted price prior to the season, you get priority spacing and reserved spacing for season.

Choice #1 _____ Choice #2 _____

FEES: All fees are non-refundable, Inclement weather will not be grounds for refund.

❖ **Annual Membership (YOU MUST PAY \$50 REGARDLESS OF PAYMENT OPTION)**

\$50.00 One-time membership fee (required for all vendors)

❖ **Market Payment Options (please make choice and check)**

Full Season Option:

Half spaces (1/2 of a numbered space - i.e. A or B)
25 weeks x \$15/week = \$375 Discount: \$315

Full spaces (A&B of a numbered space)
25 weeks x \$20/week = \$500 Discount \$420

Part Season Option (consecutive weeks only):

Half spaces (1/2 of a numbered space - i.e. A or B)
Designate number of weeks and start date: _____ x \$15.00 = _____

Full spaces (A&B of a numbered space)
Designate number of weeks and start date: _____ x \$20.00 = _____

Once a Month Option:

Half spaces (1/2 of a numbered space - i.e. A or B)
Designate the Saturday of the month you desire (1-2-3-4): _____ \$90.00

Full spaces (A&B of a numbered space)
Designate the Saturday of the month you desire (1-2-3-4): _____ \$120.00

Pay By The Week:

This option is available beginning opening day. Every attempt will be made to accommodate the vendor and maintain a continuity of location from week to week. There is no guarantee with this option that a prime location will be available.

Half Space (1/2 of a numbered space - i.e. A or B) \$15.00/week
 Full Space (A&B of a numbered space) \$20.00/week

SEE OTHER SIDE

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NAME: _____ **DATE:** _____