



Mailing Address: DSFM, P.O. Box 3681, Saginaw, MI 48605

March 1, 2022

Welcome returning and new vendors to the 2022 Downtown Saginaw Farmers' Market (DSFM) season! We hope you are well and continue to be.

Attached/Enclosed is your 2022 Vendor Packet for your review and completion of forms. We will open the season at 203 N. Washington Avenue (M-13) in Saginaw on WEDNESDAY, May 25 at 10:00 a.m. As in the past, tables will be assigned by the DSFM Board of Directors and its staff. Each space includes a vendor table under the pavilion that is approximately 8' long by 4' wide. Each vendor is allotted ONE (1) parking space regardless of the number of tables you rent; as there are more tables than parking spaces. Occasionally the space directly behind your table will not be your parking space.

As of today, our lowered daily rates and one day seasonal rates implemented in 2020 will continue. See the Rules and Regulations portion of this packet for more information.

Our 2022 season will run from WEDNESDAY, May 25, 2022 through Saturday, October 29, 2022. Days/hours of operation will be Wednesdays and Fridays 10 a.m. – 3 p.m. and Saturdays 10 a.m. – 1 p.m. Mondays will begin on July 11, 2022 and run through August 29, 2022 from 10 a.m. - 3 p.m.

The DSFM will continue to participate in supplemental food programs including Double Up Food Bucks (DUFB), WIC Project FRESH, Senior Market FRESH, SNAP, and accept debit/credit cards. DSFM staff will continue to collect tokens and coupons and process payments.

The following completed forms/payments are due from ALL vendors on or before Friday, April 22, 2022:

- ~ Vendor Application ~ Proof of Liability Insurance ~ Release & Hold Harmless Agreement ~
- ~ Product List & ~ Business Bio (used for social media purposes) ~ \$25 non-refundable Application Fee ~

It is important that each item be completed with current information. Please do not omit details by stating "same as last year". Although documents are retained for many years, occasionally paperwork is lost or filed incorrectly.

*Seasonal Vendors: At least one-half (1/2) of complete payment for each table that is to be rented by FRIDAY, APRIL 22, 2022. Balance owed on seasonal tables rented to be PAID IN FULL by FRIDAY, JULY 15, 2022. Please see the rules and regulations for policies regarding unpaid balances past the final due date.

If you have any questions, concerns, or need to make other arrangements, please contact me **before April 15, 2022** by email saginawdsfm@yahoo.com or cell/text 989-327-4245. I will confirm receipt of your documents.

Regular entertainment, Vendor to Customer Giveaways and customer incentives will return for this season. Look for more information as we get closer to opening day.

Currently, the DSFM Board has two (2) openings for vendor representation. Included in this packet is an application form for those interested. Filling these positions is important for vendors to maintain a voice within the decision making process. If we continue to work together, we will be successful.

Sincerely,

Shelly L Harrell, Executive Director of The Downtown Saginaw Farmers' Market
& The Downtown Saginaw Farmers' Market Board of Directors