

UNION CITY FARMERS' MARKET POLICIES AND PROCEDURES

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1. Hours of Operation

Saturdays , beginning the 2nd Saturday of June through the last Saturday of September 9:00 am to 1:00 pm.

The last Saturday of September hours extended in conjunction with Farm to Fork.

2. A Beautiful Market

Vendors must remove anything they carry in and must keep their area clean.

All trash, garbage, rubbish, or refuse must be removed from the site at the end of the day.

Do not deposit trash in Village containers or any other business containers unless otherwise specified.

3. A Peaceful Market

Participants shall conduct themselves professionally and behave courteously.

4. No Smoking

Smoking is prohibited by all market vendors and participants on the market premises.

5. No Pets

Pets are not allowed in vendor booths.

6. Children/Minors

Children under the age of 16 should not be allowed to work vendor booth without adult supervision. (Adult = responsible person age 18 or older)

7. Vendor/Product Selection & Acceptance

a) Union City Farmers' Market Committee reserves the right to approve, refuse & limit products to be sold at the Union City Farmers' Market.

b) All vendors/participants must sign annual Waiver prior to participation in current year market.

c) Vendors are encouraged to select products to market based on locally grown, produced, and/or hand-crafted.

d) Vendors are to supply their own tables, chairs, canopies, bags, cash-box and change.

e) Vendors must follow Michigan Cottage Food Laws or any other policies/procedures/ rules pertaining to their item(s) being sold.

[https://www.michigan.gov/mdard/Consumers/Cottage Food Law](https://www.michigan.gov/mdard/Consumers/Cottage_Food_Law)

Michigan Cottage Food Laws Link: <https://bit.ly/2KZ6U9J>

8. Emergency Closure

UC FM Committee shall determine if or when a closure or cancellation is pertinent due to emergency weather event or other emergency event called by local police.

If an emergency closure is called,

1) Vendors must shut down immediately and remove & pack all belongings.

2) Vendors must take appropriate cover and/or promptly exit the market site completely.

INTRO TO COTTAGE FOOD LAWS

Please initial blanks signifying you have read and understand this sampling of Cottage Food Law paragraph descriptions. Please visit <https://www.michigan.gov/mdard> > Consumers > Cottage Food Law and *make sure* you understand ALL Michigan Cottage Food Laws prior to selling your food product! This is NOT a complete list.

What is a cottage food?

Non-potentially hazardous foods that do not require time and/or temperature control for safety can be produced in a home kitchen (the kitchen of the person's primary domestic residence) for direct sale to customers at farmers markets, farm markets, roadside stands or other direct markets.

Labeling

Individually label your Cottage Foods prior to sale that must include:

- Your name and physical address of your home kitchen (No P.O.Boxes allowed)
- Name of the Cottage Food product.
- Ingredients of the Cottage Food product, in descending order of predominance by weight. If you use a prepared item in your recipe, you must list the sub ingredients as well. For example: soy sauce is not acceptable, soy sauce (wheat, soybeans, salt) would be acceptable, please see the label below for further examples.
 - The net weight or net volume of the Cottage Food product (you must also include the metric equivalent - conversion charts are available online).
 - Allergen labeling as specified in federal labeling requirements.
 - The following statement: "Made in a home kitchen that has not been inspected by the Michigan Department of Agriculture & Rural Development" in at least the equivalent of 11-point font (about 1/8" tall) and in a color that provides a clear contrast to the background (All capital letters or upper/lower case are both acceptable).

Hand-printed labels are acceptable if clearly legible, written with durable, permanent ink, and printed equal to font size requirements listed above.

Labeling example:

MADE IN A HOME KITCHEN THAT HAS NOT BEEN INSPECTED BY THE
MICHIGAN DEPARTMENT OF AGRICULTURE & RURAL DEVELOPMENT

Chocolate Chip Cookie
Artie Pinkster
123 Foodstuff Lane
Casserole City, MI 82682

Ingredients: Enriched flour (Wheat flour, niacin, reduced iron, thiamine, mononitrate, riboflavin and folic acid), butter (milk, salt), chocolate chips (sugar, cocoa butter, butterfat (milk), Soy lecithin as an emulsifier), walnuts, sugar, eggs, salt, artificial vanilla extract, baking soda

Contains: wheat, eggs, milk, soy, walnuts
Net Wt. 3 oz (85.05 g)

COTTAGE FOOD LAWS CONT.,

Allergen Labeling

You must identify ingredients made from one of the following food groups: milk, eggs, wheat, peanuts, soybeans, fish (including shellfish, crab, lobster, or shrimp), and tree nuts (such as almonds, pecans, or walnuts).

Allergen labeling example, if you had an ingredient made with a wheat-based product, you have two options for labeling:

Include the allergen in the ingredient list. For example, a white bread with the following ingredient listing: whole wheat flour, water, salt, and yeast. In this example, the statement 'whole wheat flour', meets the requirements of federal law.

Include an allergen statement ("Contains:") after the ingredient list. For example, a white bread, with the following ingredients: whole wheat flour, water, sodium caseinate, salt, and yeast. Contains wheat and milk.

The "Contains" statement must reflect all the allergens found in the product. In this example, the sodium caseinate comes from milk.

Tree nuts labeling

You must identify which tree nut you are using. For example, if you made Nut Bread, an acceptable ingredient list would be: Ingredients: wheat flour, water, almonds, salt, yeast.

Are there any other limits I need to know about Cottage Foods?

Yes. You are limited in the amount of money you can make selling Cottage Foods, which is \$25,000 in gross sales annually per household. *You need to maintain sales records and provide them to a Michigan Department of Agriculture & Rural Development (MDARD) food inspector, upon request (MDARD has regulatory responsibility for the Cottage Food Law).* You must also meet all other requirements of the law, including labeling and packaging.

Can nonprofit organizations produce and sell Cottage Foods?

No. Nonprofits do not have a single family domestic residence, and therefore do not qualify as a Cottage Food business.

Can I donate my Cottage Food products to a public auction or other give-away venue (e.g., for silent auction baskets, such as a fundraiser or to a soup kitchen)?

No. You would be allowed to personally give away your product from your sales booth, but you cannot donate it for someone else to give it away or use it as an item in a fundraiser auction.

Can producers from other states sell products in Michigan under the Cottage Food Law?

No. The Cottage Food Law applies only to businesses where the home kitchen (primary domestic residence) is physically located in Michigan.

COTTAGE FOOD LAWS CONT.,

Can I serve free samples of my Cottage Food Products?

Yes. As long as your product meets the requirements of the Cottage Food Law and is a non-potentially hazardous food. Product cannot be cooked or prepared in a way that makes it a potentially hazardous food/temperature control for safety food (for example: you can't add sour cream to a dried dip mix or serve anything that can't be kept safely at room temperature - these examples would require a food license). You must also follow the same food safety handling and preparation requirements of licensed vendors who sell at farmers markets, as outlined in the "Guidelines for Providing Safe Food Samples at Farmers Markets".

What Food Products Meet the Requirements for Cottage Foods?

Select non-potentially hazardous foods (time and/or temperature controls not required to assure food safety - meaning foods can safely be kept at room temperature and do not require refrigeration) meet the requirements for cottage foods and can be prepared in a home kitchen and sold directly to consumers without a license. Many of these items are identified by MDARD. Examples include:

Breads

Baked goods

Cookies

Cakes, including celebration cakes (birthday, anniversary, wedding)

Quick breads and muffins (e.g., pumpkin or zucchini bread, blueberry muffins)

Cooked fruit pies, including pie crusts made with butter, lard, or shortening

Fruit jams and jellies (as defined in 21 CFR part 150) in glass jars that can be stored at room temperature (except vegetable and other non-fruit based jams/jellies)

Confections and candies (made without alcohol)

Granola

Dry herbs and dry herb mixtures

Dry baking mixes

Dry dip mixes

Dry soup mixes

Dehydrated vegetables or fruits

Popcorn

Cotton Candy

Non-potentially hazardous dry bulk mixes sold wholesale can be repackaged into a Cottage Food product. Similar items already packaged and labeled for retail sale cannot be repackaged and/or relabeled.

Chocolate covered pretzels, marshmallows, graham crackers, Rice Krispies treats, strawberries, pineapple, bananas, or other non-TCS foods

Coated or uncoated nuts

Dried pasta made with or without eggs

Roasted coffee beans or ground roasted coffee

Vinegar and flavored vinegars

COTTAGE FOOD LAWS CONT.,

_____ What Food Products Are NOT ALLOWED to Be Produced in My Home?

Potentially hazardous foods that require time and/or temperature control for safety are NOT ALLOWED to be produced in a home kitchen and must be produced in a licensed kitchen. Examples include:

- Meat and meat products like fresh and dried meats (jerky)
- Fish and fish products like smoked fish
- Raw seed sprouts
- Vegetable jams/jellies (e.g., hot pepper jelly)
- Canned fruits or vegetables like salsa or canned peaches
- Canned fruit or vegetable butters like pumpkin or apple butter
- Canned pickled products like corn relish, pickles, or sauerkraut
- Pies or cakes that require refrigeration to assure safety like banana cream, pumpkin, lemon meringue or custard pies; cheesecake; and cakes with glaze or frosting that requires refrigeration (e.g., cream cheese frosting)
- Milk and dairy products like cheese or yogurt
- Cut melons
- Caramel apples
- Hummus
- Garlic in oil mixtures
- All beverages, including fruit/vegetable juices, Kombucha tea, and apple cider
- Ice and ice products
- Cut tomatoes or chopped/shredded leafy greens
- Confections that contain alcohol, like truffles or liqueur-filled chocolates
- Focaccia style breads with fresh vegetables and/or cheeses
- Food products made from fresh cut tomatoes, cut melons or cut leafy greens
- Food products made with cooked vegetable products that are not canned
- Sauces and condiments, including barbeque sauce, hot sauce, ketchup, or mustard
- Salad dressings
- Pet food/treats ** NOTE: A commercial feed license is required to make in a home kitchen **

_____ Michigan Maple Syrup and Honey Licensing Exemptions

Under the Michigan Food Law, honey or maple syrup retail outlets and processing facilities operated by the producer are exempt from licensure, if gross sales are \$15,001 or less.

Honey and maple syrup are not considered cottage foods, because the regulatory requirements and exemptions have some significant differences. They do, however, have their own set of licensing exemptions under the law. Here are some of the basic differences and similarities between honey and maple syrup regulations and those for cottage foods:

Honey and maple syrup producers who meet licensing exemptions must follow the same labeling requirements for their honey and maple syrup as those outlined for cottage food

COTTAGE FOOD LAWS CONT.,

products (Note: because honey and maple syrup typically cannot be processed in a home kitchen, the labeling requirement should read, "Processed in a facility not inspected by the Michigan Department of Agriculture & Rural Development").

Honey and maple syrup producers who meet the licensing exemptions still must meet all requirements of the Michigan Food Law, including sanitation, building construct and design, employee hygiene, etc.

Honey and maple syrup must be produced in a facility that meets basic processing requirements, as outlined in the Michigan Food Law.

Honey and maple syrup producers can wholesale their products, including to grocery stores and other retailers who will then resell them, as long as they are labeled correctly.

Honey and maple syrup producers are not limited to direct sales as cottage food products are.