



MAYFIELD DOWNTOWN FARMERS MARKET

2026 Vendor Handbook

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MAYFIELD DOWNTOWN FARMERS MARKET 2026 VENDOR INFORMATION & APPLICATION PACKET



What an exciting time for the Mayfield Downtown Farmers Market. Our inaugural season proved that our community is eager to support local producers, and this year, we are building on that foundation to create something even more special. Our goal for the 2026 season is to cultivate a true "family atmosphere" where vendors work together, share ideas, and create a vibrant, welcoming gathering place for our community.

We've listened to feedback and are investing in improvements to ensure a successful selling situation for you:

- *Additional weekday markets*
- *Upgraded booth options*
- *Community Events & Involvement*
- *Enhanced Marketing*

We believe that when vendors thrive, the community thrives. We are looking for passionate farmers, bakers, and artisans who want to be part of a supportive group that works together to make the Mayfield Downtown Farmers Market THE premier local shopping destination and gathering place for our community.

Mayfield Downtown Farmers Market Board of Directors:

*Kim Brand, Mitchell Irvan, Denise Brazzell, Terry Bradley, Jennifer Galloway,
Richard Heath, and Penny Wade Smith
Jill Celaya, executive director*

2026 MARKET SEASON DETAILS

- Market Location - 413 N. 8th St. - corner of W. James and N. 8th St. in Mayfield, KY.**
- Market Days - Saturdays, May 2, 2026 - Oct. 31, 2026 - 7 am - noon**
Tuesdays, June 2, 2026 - August 25, 2026 - 3 pm - 6 pm
 - Vendors may choose to attend Saturday, Tuesday or both markets per week.**

VENDOR ELIGIBILITY & PRODUCT GUIDELINES

The Mayfield Downtown Farmers Market (MDFM) prioritizes local farmers, growers, bakers, and makers offering high-quality products.

Approved vendor categories include:

- Fresh fruits and vegetables
- Plants, flowers, herbs, and garden products
- Baked goods
- Eggs, honey, and farm products
- Handmade and homemade goods
- Handcrafted skin and body care products
- Value-added food products (jams, salsa, pickles, etc.)

Please ask for clarity for items not listed.

VENDOR ELIGIBILITY & PRODUCT GUIDELINES - CONT.

Pricing & Signage

- Prices must be clearly displayed
 - Certain products may have minimum pricing requirements to help maintain fair pricing across the market. Market management will provide the minimum pricing and it may change throughout the season. If a vendor is found to be selling below the minimum price, corrections will be required.
- Produce vendors must display signage indicating the origin of their produce.
- To maintain the integrity of the market, commercial, manufactured, imported, or direct sales items are not allowed
- The market will utilize the 2026 Kentucky Farmers' Market Manual from the Kentucky Department of Agriculture as guidance for rules and best practices.

SETUP & ATTENDANCE

Vendors who pre-pay for the full season will have their space reserved until:

- 6:30 AM on Saturdays
- 2:30 PM on Tuesdays

Market management reserves the right to assign the space to another vendor if the vendor has not arrived by these times.

Consistency helps the market grow and helps vendors build customer relationships.

We ask vendors to:

- Set up no earlier than 5:30 AM on Saturdays and 2:00 PM on Tuesdays
- Be ready to sell by the start of the market on Saturdays at 7 AM and Tuesdays at 3 PM, however, please refrain from selling before the market opens.
- Stay for the full duration of the market. If an emergency arises, please notify the market management to avoid disrupting the neighboring vendors.
- Please notify the market management as soon as possible if you are unable to attend a market.
- Complete a brief market report at the close of each market. This will include very basic information and will be anonymous. This data will assist the MDFM to apply for grants and other funding.

BOOTH SPACES & PLACEMENT

- Standard booth spaces are 10' x 10' with most spaces having extra storage space.
- Half booths are available and are 10' x 5', designed to hold one table.
- Premier spaces are available for vendors using trailers up to 12' that can be backed in and dropped at the booth location. These spaces are extremely limited and available only to full-season pre-pay vendors on a first-come, first-served basis.
- Vendors who pre-pay for the full season by April 15th will receive priority placement under the pavilion.
- If you have booth location preferences, please let market management know, and every effort will be made to accommodate your request.
- Please move your vehicles as soon as possible after unloading and park in the designated off-site parking area.
- Booths should be: clean, well organize, and safe for our customers to shop. Tablecloths are recommended.
- Please stay within your assigned booth boundaries and clean your space before leaving. Dispose of trash in the provided receptacles.
- The MDFM can provide 6' tables for a \$10 rental fee.

PERMITS & FOOD SAFETY

Food safety is very important to the market and our customers.

- All vendors selling food items must follow Kentucky and local health department regulations.
- Please consult the Graves Co. Extension Office and the Graves County Health Dept. if you are selling: prepared foods, food samples or ready-to-eat meals.
- Some of the required permits may include: Farmers Market Sampling Certificates and Temporary Food Service Establishment permit.
- Please see the guidelines provided by the Graves Co. Extension office for certifications and permits, as well as what is required for home-based processors and microprocessors.
- All vendors selling any of these products will be required to present these certificates to the market management and retain a copy at their booth during market hours.
- If you sell products by weight, you must use a certified scale. For more information contact: Graves County Extension Office.

GENERAL RULES & GUIDELINES

The Mayfield Downtown Farmers Market is a family-friendly, community space. Everyone benefits by creating a fun and happy environment.

- Please treat customers and fellow vendors with respect and kindness. Take any concerns to the market management and avoid addressing other vendors or customers in a negative way.
- For the comfort of vendors and customers, the market is a non-smoking environment.
- Friendly dogs are allowed, but must be kept on a leash and under control at all times.
- We love having children at the market, but their safety is our utmost concern. All children MUST be supervised by an adult at all times.
- No unauthorized soliciting is allowed.
- Driving under the pavilion is never permitted.
- The market is actively promoted through many means, but we encourage you to help by sharing posts, inviting customers to follow our social media, and to visit the market. When the market grows, everyone benefits.

HOW TO APPLY & CONTACT INFORMATION

To join our farmers market family:

- Complete the enclosed vendor application.
- Select the market days you plan to attend.
- Once the application is approved, submit the annual market fee of \$50 - \$25 for students, which covers: Marketing, promotions, electricity, water, trash disposal, restroom facilities, Wi-Fi and business license. If you sell your products elsewhere in the city, you must obtain a City of Mayfield business license.
- Applications and fees can be submitted by:
Website - www.mayfieldfarmersmarket.com
Email - myffarmersmarket@gmail.com
Mail - P O Box 328, Mayfield, KY 42066
In Person - Graves County Extension Office - check or exact change accepted



MAYFIELD DOWNTOWN FARMERS MARKET 2026 Application



CONTACT INFORMATION:

Vendor Name _____ Business Name _____

Mailing Address _____ Phone _____

City, State, Zip _____ Email _____

Facebook Page _____ Instagram or other _____

PRODUCT INFORMATION

Please list the products applicant plans to sell: _____

Applicant is:
Farmer Prepared Food Vendor Artisan Other

Do you grow/make your own products? yes no

If no, explain where products are sourced: _____

MARKET ATTENDANCE:

Select the market days you plan to attend

Saturday (7:00 AM - Noon) - May - Oct.
Tuesday (3:00 PM - 6:00 PM) - June - Aug.
Both Saturday and Tuesday

Select booth size:
Full 10' x 10'
Half 10' x 5'

Additional storage at most spaces

FEE OPTIONS:

Full Season (27 weeks) Tuesday FREE - pay by April 15th

Full Space \$540 / Pre-Season Discount \$490
Half Space \$405 / Pre-Season Discount \$355
Pre-pay before season and get priority booth position
Premium spaces add \$270 full season (trailer pull up)

Pay by the Week (subject to availability)

Full Space - Saturday \$20 Full Space - Tuesday \$15
Half Space - Saturday \$15 Half Space - Tuesday \$10

ANNUAL MARKET FEE: (non-refundable)

\$50 all vendors required to pay covers marketing, electricity, wi-fi, water, trash, business license

\$25 discounted student market fee please present student ID

By submitting this vendor application and agreement, applicant agrees that if this application is accepted, the applicant shall be bound by the rules, guidelines, terms and conditions as stated in the attached pages of the vendor application and agreement.

Signed _____ Date _____

OFFICE USE:

Annual Fee Paid _____

Booth Fee Paid _____

Certificates Filed _____

Tables for rent _____

Vendor Space Preference: _____