



## ***Siesta Key Farmers Market Vendor Rules and Regulations***

### **INTRODUCTION**

The Siesta Key Farmers Market operates on Sundays from 8:00am until 1:00pm for its customers rain or shine.

For additional information contact: Lloyd Dobson, Market Manger, at (727) 362-8628 or by email at [lloyddobsonartist@gmail.com](mailto:lloyddobsonartist@gmail.com)

### **OPERATIONAL GUIDELINES - PRODUCT BREAKDOWN**

#### **Food Related and Greenery**

- \* Produce, Plants & Flowers – fruits, vegetables, prepared foods, herbs, garden plants, cut flowers, seeds, soil, etc.
- \* Cooked/Prepared Foods – Baked goods, Fresh bread, seafood, BBQ/smoked meats, cheese, smoothies, pasta, ethnic foods, etc.
- \* Specialty Foods – Coffee, condiments, jams, nuts, dried herbs, spices, sauces, oils & vinegars, etc

#### **Non-Food**

- \* Household items – Candles, soaps, essential oils, skin care products, organic cleaning products, painted glassware, paintings, photographs, etc.

#### **Artwork and Jewelry**

\* Handmade (preferably by the vendor) – jewelry, artwork, clothing, etc.

### **Non-Profit Organizations**

\* Limited spaces are provided for non-profit 501c3 organizations or non-profit educational spaces. Non-profit organizations must reserve in advance available space and will, on occasion fill in for vendors that are absent from the Market.

### **MARKET SETUP**

\* Setup can start at 6:00 a.m. with assigned vendor setups.

\* When setting up, vendors will place all merchandise, tents, and tables in your assigned spot and immediately move your vehicle.

\* Please be very conscious of your speed as you drive through the market area. You should drive no faster than a fast walk between 4 to 6 miles an hour. Be considerate of vendors that are unloading and trying to setting up.

### **“HAWKING” OR “SHOUTING”**

\* No 'hawking' or 'shouting' or 'approaching' customers by leaving your booth while they are walking through the market to entice them to enter your booth.

Vendors should limit their sales activities to their general booth area.

### **MARKET BREAKDOWN**

The vendor has 1 1/2 hours after the close at 1:00pm of that day's Siesta Key Farmers Market and to be completely gone from Davidson Pharmacy parking lot. so final inspection of the area can be completed by Management.

### **WEATHER CLOSINGS**

\* The Siesta Key Farmers Market is open rain or shine.

### **ELECTRICITY**

Electricity is available on a limited basis for those vendors that are required to maintain or produce their end product. Vendors that have been approved to use power from the power outlets MUST provide their own OSHA approved 12 or 14

gauge power cord. If you have a product that requires refrigeration it is strongly advised that you bring a quiet portable generator to protect your product.

**The SKFM is not responsible for vendors' products.**

## **FEES**

\* Monthly rent will be paid on the FIRST SUNDAY of the month for that month.

## **VENDOR APPLICATION APPROVAL PROCESS**

**New applicants to the Siesta Key Farmers Market will complete the Vendor Application Form provided on the website:**

**[www.SiestaKeyFarmersMarket.org](http://www.SiestaKeyFarmersMarket.org)**

**New applicant WILL:**

- \* **Provide detailed description of product(s) to be sold**
- \* **A photo of your booth or reasonable sample.**
- \* **A photo of your product(s)**
- \* **Certificate of \$1 Million Dollar Liability Insurance Policy naming "Davidson EPES Partnership, LLC - 5124 Ocean Blvd. - Sarasota, Florida 34242 as Certificate Holder**

We do not promise exclusivity of any ones product, but will restrict the number of similar products. This is a judgment call, by the Market Manager.

If a current Category of the Market is already 'filled', you will be notified of receipt of your application and that your application will be placed on a waiting list in that particular Category.

## **NON-PROFIT PROCESS**

Non-profit organizations that qualify as a 501c3 are allowed at the Siesta Key Farmers Market on a first come, first scheduled basis through the Market Manager.

## **GENERAL GUIDELINES**

## **ABSENCES**

Management and other vendors are expected to be at the market every Sunday. Chronic absences may either jeopardize the location of your space or possible termination from the market.

## **ALCOHOL**

No vendor shall possess any alcoholic beverage.

## **BEHAVIOR**

Vendors are to be courteous to customers, vendors, and Market staff. Inappropriate behavior (loud angry conversation, obscenities, etc.) is cause for immediate and permanent removal from the Market.

## **DOGS**

Dogs are allowed at the market, providing they are on a leash. Inform the Market Manager if a dog is behaving in a disruptive manner. Dog waste must be cleaned up IMMEDIATELY.

## **EQUIPMENT**

All equipment must be provided by the vendor: tent, tables, table cloths, chairs, banners, quiet generators, power cords, etc.

## **SAFETY**

Safety is the major concern of the Siesta Key Farmers Market. Weights are required for your tent in case of windy conditions. Tables and displays must also be secure and not present a safety hazard if windy conditions prevail.

Any vendor with an open flame, typically used to heat food, needs to have a small 10 oz. kitchen fire extinguisher on hand.

All vendors utilizing power and a power cord must keep the cords either taped down or covered so it does not represent a tripping hazard.

## **SIGNAGE**

Signs are to be wooden or chalkboard type. Vendors will not create obstacles (such as signs) that might impede free flow of pedestrian traffic. Signage should

be displayed in your assigned 10' wide x 10' area and should be well secured to not cause a hazard.

### **SMOKING**

Vendors will refrain from smoking at their booth.

### **SOLICITATIONS**

Solicitation of any type (distribution of flyers, requests for money, petitions, etc.), unless authorized by the Market Manager, is not allowed within the foot print of the Market. Please inform the Market Manager immediately if you see this occurring.

### **SUBSTITUTE VENDORS**

If you are going to be absent and have a representative stand in for you, it is your responsibility that they follow the same rules that you the authorized vendor follows. It is also your responsibility to inform management in advance that someone will be filling in for you that day.

### **TENTS**

Vendor tents are to be 10' x 10' in size and white only.

### **SUBLETTING YOUR VENDOR SPACE**

Subletting your Vendor space must be approved by the Market Manager.

### **VENDOR PARKING**

Vendor parking is designated behind the Davidson Pharmacy parking area unless previously approved by the Market Manager.

### **TERMINATION:**

The Vendor agrees to be bound by the terms of the Vendor Agreement and the Siesta Key Farmers Market Vendor Rules and Regulations. The Market Manager is responsible to implement and enforce the Vendor Agreement and Siesta Key Farmers Market Vendor Rules and Regulations in a fair and equitable manner. The Market Manager shall have the authority to immediately suspend or remove any Vendor for any health, safety, liability or misconduct issue.

**Operation of the Siesta Key Farmers Market shall be solely within the discretion and control of the Siesta Key Farmers Market Manager**

**By signing below, I acknowledge that I have read, understand, and will abide by this entire document titled the Siesta Key Farmers Market Rules and Regulations.**

**Vendor Signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Market Manager Signature** \_\_\_\_\_

**Date** \_\_\_\_\_