



## 2012 Rules and Regulations

The Market Committee and/or Market Manager of the Show Low Main Street Farmers' Market and Art Walk with full support of the Board of Directors of Show Low Main Street shall enforce these Rules and Regulations. The Market Committee and Board members will interpret these regulations according to the best interest of the Market.

### I. Vendors

#### A. Agricultural Producer:

All products must be grown by the vendor (no reselling or brokering) within Arizona or New Mexico.

#### B. Non-agricultural Producer:

Applications will be juried based on product, date received and space availability. The categories and numbers of vendors allowed are: Arts & Crafts, Ready to Eat Food, Processed Food, Herbalists and Other. "Other" includes vendors that do not fall into any other category. All vendors must reside within Arizona or New Mexico and provide name, address and date of birth for a criminal background check.

### II. Merchandise

A. Agricultural/horticultural products must be grown within Arizona or New Mexico. All products must be grown or wild-gathered by the farmer/vendor or their on-farm assistants. Agricultural/horticultural producers may display and sell "value-added" products, provided a substantial portion of the ingredients are wild-gathered or grown by the vendor.

B. Resale items are permitted provided they fit within the theme and spirit of the Market; to be determined by the Market Committee and/or Market Manager.

C. All vendors are subject to inspection by the Market Committee and/or Market Manager.

D. Show Low Main Street Farmers' Market & Art Walk reserves the right to allow special promotions and festivals with other agricultural or locally made products on designated occasions.

E. Only those products listed in the vendor's application will be allowed for sale. Members wishing to sell a new product must notify the Market Committee or Market Manager one week in advance of proposed sale. New products must be approved by the Market Committee or Market Manager.

### III. Fees

A. Cost of one 10-foot X 10-foot space for all vendors is \$10 per Saturday. Vendors who prepay for the entire season (19 Saturdays) will have their choice of locations based on a "first come, first served"/availability basis with final approval from the Market Committee or Market Manager.

B. Pay per use booth fees of \$10 per Saturday can be paid prior to or will be collected on Market Day. It will be up to the vendor to pay prior to or present payment to the Market Manager at the Market Information Booth by 12:00 p.m. (noon) for that Market day. Set up on the next Market day will not be permitted until payment is made for the prior Market day.

- C. Spaces are not transferable and are assigned by the Market Manager.
- D. Refunds will not be given for days a vendor is unable to attend market. It is strongly recommended that each vendor have a back-up partner to manage their booth as needed. All back-up partners are also subject to criminal background checks prior to vending at the Market. The Market will operate regardless of weather unless conditions are determined to be hazardous by the Market Manager.

#### **IV. Licenses**

- A. All vendors are responsible for the necessary licenses and permits required for their product(s). Business licenses are not required for local vendors.
- B. All vendors are responsible for collection and payment of appropriate state, county and city taxes.

#### **V. Health Regulations**

- A. All vendors must follow Health Code Regulations and it is their responsibility to be in compliance.
- B. All food vendors are responsible for the appropriate inspections by the State Health Department and must have the appropriate certification, permits and licenses.
- C. No smoking by the vendors will be permitted at the Market.

#### **VI. Vendor Booth**

- A. It is highly recommended that vendors have a canopy or umbrella. All canopies must be weighted—see “C.”
- B. Saturday set-up must be completed by 8:45 a.m. No vendor vehicles will be allowed in the pedestrian walkways after 8:30 a.m. Saturday Market will open at 9:00 a.m.
- C. Weighting of each vendor tent is required. 40 lb. weights attached to each corner of the tent or canopy are recommended. This is a significant safety consideration, as calm breezes can pick up canopies and carry them aloft, endangering the vendor and market-goers.

#### **VII. Location**

- A. The Show Low Main Street Farmer’s Market & Art Walk shall be located in Festival Marketplace and on Cooley Street between 9<sup>th</sup> and 11<sup>th</sup> Streets in Show Low, Arizona.

#### **VIII. Penalties**

- A. Vendors are required to notify the Market Committee or Market Manager if they will not be present. If the vendor does not notify the Market Committee or Market Manager, they will be penalized the cost of the loss of that space (\$10). Notification by 5:00 p.m. the day prior to Market day will void penalties.
- B. Vendors must notify Market Committee or Market Manager if they are going to be late or absent due to uncontrollable circumstances. Notification will void penalties.

#### **XI. Quality Standard and Liability**

- A. All products and produce must be of acceptable quality; to be determined by the Market Committee or Market Manager.
- B. Any prepared foods sold at the Market must be prepared in compliance with the Health Department Guidelines
- C. Liability for all such products rest solely with the vendor producing and selling them. Vendors are not required to have general liability insurance; however, they will be required to sign a Release and Indemnity Agreement prior to set-up at the market.

**X. Upkeep**

- A. All vendors are responsible for the upkeep of the general market area located near or in their booth area.
- B. All vendors must dispose of their own accumulated trash.
- C. Food vendors are responsible for bringing large trash receptacles to hold all of the possible trash that could be generated from their booth and for disposal of this trash.
- D. Dumpster disposal is not available to vendors on site.

**XI. Vendor Conduct**

- A. Show Low Main Street Farmers' Market and Art Walk is a family oriented, drug-free event. Any vendor appearing to be under the influence of alcohol or drugs will be required to leave the premises immediately. Repeat offenders will be banned from the Market and forfeit any prepaid vendor fees.
- B. Obscene, violent or obnoxious behavior is also cause for ban from the Market, forfeiture of prepaid vendor fees and potential prosecution.
- C. No loud music may be played at vendor booths, as it will interfere with Market entertainment, and for the courtesy of other vendors and Market attendees, "hawking" (loud calling to promote a vendor's products) is prohibited.

**XII. Vendor Suspension**

- A. Any vendor may be suspended from selling by action of the Market Committee or Market Manager for failure to comply with the Rules and Regulations of the Show Low Main Street Farmers' Market and Art Walk.

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