



## Market Rules

1. All booth vendors must provide complete name, address, telephone numbers, and email.
2. All fees for the Market must be paid upon registration.
3. Booth space (12'x 12') will be assigned upon registration. Vendors must supply and remove signs, equipment, and items needed for sales (such as: tables, chairs, trailers, marketing.) Motorized vehicles are not allowed. Vehicles (except for trailers) shall not be utilized as a display or dispensing area. Power is not provided.
4. All signs must remain within the vendor's allotted exhibit space and must not block traffic or pedestrian ingress or egress, or interfere with other vendors' display or views.
5. Market manager or his/her designee has full authority to assign exhibit space. Requests for particular sites will be given consideration, but the market manager or his/her designee reserves the right to assign and locate all vendors.
6. Set-up starts at 7:00 am and must be completed by 8:00 am. Vendors are responsible for removing all garbage from their stall space area. Each 12' x 12' stall space will be left in the same condition as when rented. Breakdown starts no sooner than 12:00 pm and must be completed, and stalls vacated, by 1:00 pm. In inclement weather, it is the vendor's choice whether to set up or not.
7. Fresh produce, plant items, flowers, baked goods, jellies, jams, preserves, syrup, honey, eggs and other non-commercial food items may be sold. Vendors are encouraged to sell produce that has been grown locally. Non-commercial handmade goods may be sold, but the number of handmade vendors is limited to not more than 25% of the total registered vendors for that particular day. The market manager or his/her designee will resolve any doubt as to the suitability of an item. All food products must be sold, displayed and stored from a surface above the ground. Vendors must utilize tables, shelves, cases or other structures for these purposes.
8. No soliciting shall be permitted within the Market area. Displays of public interest, such as nutritional, health or consumer information, may be displayed with the permission of the market manager or his/her designee.

9. Vendors are responsible for collecting and remitting their own sales tax. Vendors are responsible for all permits required by Indiana or Pulaski County to sell their products. The sale or consumption of alcoholic beverages on the Market site is prohibited.

10. The market manager or his/her designee is responsible for enforcing the Market rules. Vendors selling prohibited items will be asked to remove those items from sale or leave the Market. Continued violations will result in being banned from the Market with no reimbursement of fees paid. Any vendor challenging another vendor's conduct or a product's legitimacy must file a written complaint with the market manager or his/her designee, giving the name of the vendor and the product or situation they feel may not be in compliance with Market policies. The complainant must date and sign their name to the complaint and the market manager or his/her designee will rule upon the complaint.

11. Decisions made by the market manager or his/her designee shall be considered final and in effect until and unless an appeal is made to the board of directors at the next regularly scheduled meeting. Appeals shall be submitted to the President of the Board of Directors and presented by the President to the Board of Directors at the next regularly scheduled meeting. Notice, in writing, will be provided to the vendor within one (1) week of the decision.

12. Vendors are required to obtain individual liability insurance for products sold.

13. Annual Market Registration: ongoing

I, the vendor, do hereby agree to the rules provided for Pulaski County Farmers' Market.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name (printed): \_\_\_\_\_