

DSFM IMPORTANT MARKET RULES

Every sales agent or representative must complete the following before selling. Please initial each line.

Business/Applicant: _____ **Sales Person:** _____

_____ 1. **ATTENDANCE:** We are a year-round market. **Market Manager must receive attendance cancellations in writing (text or email) by 2pm Tuesday** (day before the market). Otherwise, weekly booth fees will be assessed. **NO EXCEPTIONS!**

_____ 2. **BOOTH ASSIGNMENTS.** Vendors receive an email the Tuesday before market with booth assignments and important market information.

_____ 3. **TENTS:** You are responsible for the safety of yourself and others, including any damages or injuries incurred as a result of negligence. Tents are dangerous! **ATTACHED WEIGHTS ARE REQUIRED AT ALL TIMES.** Weights are available to rent (\$10) from the Market Manager. Safe set-up and take-down procedures must be followed:

- A. Appropriate weights (minimum 15 lbs. per leg) must be in place and ready to attach prior to opening the canopy.
- B. Open canopy **WITH HELP** until weights are attached and secured.
- C. Take down the canopy in the same manner.
- D. In dangerous wind conditions, canopies may be prohibited.

_____ 4. **SET-UP:** Market Manager arrives by 1:30pm. Vendors must be set up, ready to sell, with vehicles moved to vendor parking by 3pm Opening Bell.

_____ 5. **VENDOR PARKING:** After unloading and before market opens, vendors must **move their vehicles to the designated vendor parking area** (to provide for safe and ample customer parking).

_____ 6. **OPENING BELL:** No sales are allowed before the 3pm Opening Bell. Vendors may only fill pre-orders, distribute CSA boxes, or sell to other market vendors before 3pm.

_____ 7. **EARLY BREAK-DOWN:** Vendors are required to stay for the entire market, even if they sell out early. In extenuating circumstances, a vendor must obtain permission from the Market Manager to leave before close of market.

_____ 8. **PRODUCT APPROVAL:** All products offered for sale must be listed on the Vendor Application. New products must be submitted in writing (with labels, if appropriate) to the Market Manager for approval before being offered for sale.

_____ 9. **TRASH:** Vendors are expected to help keep the market tidy and provide trash receptacles when offering samples. Market trash containers are for customers; **vendors must pack out their own trash at the end of the market.**

_____ 10. **PETS:** Leashed dogs are allowed within the vendor's booth space. Please pick up after your pet.

_____ 11. **SMOKING:** Smoking is not allowed within the market area or entrance, but is allowed in the parking lot.

_____ 12. **COMPLAINTS/INCIDENTS:** See Market Manager. Forms are available at the Market Info Booth.

_____ 13. **REPORTING MARKET SALES DATA:** Manager will collect estimated market sales at close of each market day.

I also agree to, in consideration of being allowed to Participate at the Dripping Springs Farmers Market, indemnify, defend and hold harmless City of Dripping Springs and the Dripping Springs Farmers Market, its agents, servants, employees, and volunteers from and against any and all loss, damages, liability, claims, suits, costs and expenses whatsoever, including reasonable attorneys' fees, regardless of the merit or outcome of any such claim or suit arising out of the use or occupancy of the premises by Participant, its agents, servants, employees, and volunteers in connection with Participant's participation in the Dripping Springs Farmers Market and in the performance of services, work or activities under this Agreement and the Dripping Springs Farmers Market Rules and Regulations.

Signature

Date

Revised March 2018