

FROM: **Bev & Mike Cassity, Market Managers**
Phone: (858) 586-7933 Email: SRFarmersMarket@aol.com
Cell: (858) 603-3178 for Saturday mornings only
Website: www.srfm.com



SCRIPPS RANCH FARMERS MARKET & ART FESTIVAL **RULES & REGULATIONS**

“Our Goal is to create a Farmers Market that promises to be a weekly, fun-filled, family event; and provides and maintains an appealing, clean and safe environment for everyone involved. Our intent is to recruit and promote quality vendors that will, in turn, be profitable and attract repeat customers. Our objective is to create an enjoyable experience for our customers so they will refer our Market to their families and friends.”

In order to achieve our goals we have established the following Rules and Regulations:

1. **TIMES** You are allowed on campus anytime after 6:00am for set-up. You must be set up and ready to sell before 8:30am (No exceptions). No one is allowed to break down early or drive on or off the campus before 1:15pm (unless prior permission is obtained from Market Manager)
 2. **PAYMENT** . - payment will be collected each Saturday at the end of the market unless otherwise agreed to by the Market Manager. Space fees for artists crafters and commercial vendors are \$43.00 per space per week. Food Purveyors 8% of Gross Sales + \$3.00. Non-profit organizations' fees are \$23.00 per space per week. **Make checks payable to: EBS**
 3. **CANCELLATION POLICY**
CANCELLATIONS: The market Manager must be notified if you are unable to appear on a date that you have reserved. Office # 858-586-7933 for messages during the week., cell# for 858-603-3178 for Saturday mornings after 4:30am.

No Shows – No Notification. If you do not show and you have not notified the Market Manager as outlined above, you are In jeopardy of losing your space and good standing at the market.
 4. **PRE-APPROVAL OF “FOR SALE” ITEMS.** All “for sale” items, including new additional items, must be pre-approved by the Market Manager. **ITEMS THAT RELATE TO ALCOHOL, DRUGS, , NUDITY OR TOBACCO MAY NOT BE SOLD OR DISPLAYED AT ANY TIME.**
 5. **SPACE LOCATION AND EXPOSURE.** We will do our best to make certain that your space(s) allows maximum exposure to display your products. However, we cannot guarantee you will always be located in the same space. Vendors that appear on a regular or semi regular basis gain seniority and are the first to be moved towards the front of the market.
 6. **SPACE MAINTENANCE.** Spaces should be kept clean at all times. Boxes, packing materials, etc., should be stored out of sight, either in your booth or in your vehicle. It is the responsibility of each vendor to leave his or her space clean. Your Trash should be taken with you at the end of the market. The Market Manager may issue verbal and/or written Warnings, and if this rule is not strictly adhered to it may result in expulsion from the Market.
- FOOD VENDORS:** If you are cooking with grease or hot oils, or you spill water you must provide a cover on the ground to protect the asphalt from staining.
7. **SHADE STRUCTURES.** Shade structures are required. **CLEAN** white, blue or neutral colors (navy, dark green, and beige are also acceptable). Umbrellas may only be used with permission of the market manager.
 8. **PRODUCT DISPLAY.** Every display is critical for customer appeal as well as the overall appearance of the Market. Each vendor must supply his or her own sturdy tables appropriately covered with tablecloths. Items on display must be confined to your assigned space and may not hung on school fences or buildings unless pre-approved. Product displays should be kept attractive and colorful at all times.
 9. **VEHICLES.** All vendors must park their vehicles off site from the Market unless pre-authorized by the Market Manager. No vendor vehicles are allowed to enter or exit the Market area after opening hours, or before closing hours. If you Damage planters, buildings, asphalt, poles, etc., you will be liable for repair costs.

Bev Cassity- Market Manager call (858) 586-793 SCRIPPS RANCH FARMERS MARKET •

SATURDAYS 9 A.M. - 1 P.M. • E. B. SCRIPPS ELEMENTARY • 11778 CYPRESS CANYON RD.. • SAN DIEGO, CA 92131