

## **TOWN OF BROOKS FARMERS' MARKET**

### **RULES AND REGULATIONS**

The Town of Brooks Farmers' Market is open the 4th Saturday of each month from 9am - 1pm. The Market Season begins in April and ends in November for a total of 8 sale dates. 2 "bonus" days, free to any vendors who have signed up for any dates during the 2019 season are March 23rd (baseball parade) and May 4th (Red Clay Festival). Market spaces are indoors; sales will take place rain or shine. Fees are non-refundable unless event is cancelled by the Town. The Market Master will enforce hours of operation & assign booths to "Day of" vendors or vendors who have not chosen a booth. The Market Master will perform all related duties to maintain an efficient market in the best interest of the Town of Brooks, vendors and the general public.

Vendors are responsible for obtaining proper licensing and/or permits as applies to them and their products, whether through town, county or state requirements. The Town of Brooks is not responsible for improper labeling on foods, home-prepared or otherwise. The Town of Brooks is strictly providing a safe sales environment.

#### **General Rules**

1. Smoking is not allowed in the designated Market area.
2. Alcohol / alcoholic beverages are not allowed in the designated Market area.
3. Any extension cords must be used in a safe way so as not to create a hazard for vendors or customers.
4. Vendors are responsible for any injury to him/herself, other vendors and / or public while moving merchandise in or out of market area.
5. No advertisements may be placed on premises without approval of Market Master.
6. The Town of Brooks is not liable for theft or damage of any merchandise or personal belongings before, during and after Market hours.
7. The Town of Brooks maintains the facility but assumes no responsibility and is not liable for any injuries which may occur within an individual stall. Vendors are

expected to keep their merchandise in reasonable order and allow unimpeded access to the public.

8. Violation of established Market rules and regulations may be deemed cause for denial of Market privileges.
9. Vendors should arrive at least 15 minutes prior to opening time (8:45am) for set up and will be allowed 15 minutes for clean up after set hours (1:15).
10. Vendors leaving earlier than set closing time should do so in an orderly fashion as not to disturb other vendors and customers.
11. Vendors are responsible for bringing their own display tables, chairs, etc. Display items must fit inside designated stall/booth area.
12. Vendors are responsible for their own clean up and garbage removal.
13. Merchandise should be displayed within stall boundaries and within the allotted area at all times, including merchandise waiting for customer pick-up.
14. Market Master and / or Town of Brooks is NOT responsible for items left behind by a vendor or customer.
15. Complaints brought to the attention of the Market Master by customers or vendors will be resolved by the Market Master as well as possible at the time.
16. Home prepared items (cakes, cookies, relish, jellies, jams, etc.) should be labeled with ingredients for customers with allergies.
17. Any pets brought into the Market area must be safely restrained and are the responsibility of the vendor/owner.

#### **Disciplinary Actions, Denial or Loss of Privileges**

1. Violation of Vendor responsibilities.
2. Violation of General rules.
3. Disruptive conduct.
4. Written complaints against a vendor showing reasonable evidence of deception, poor quality or condition of merchandise or of poor / improper conduct.

