

Vendor Quick Overview

***Registration and booth fees are non-refundable nor pro-rated at any time.*

Time: 3-8pm @ East Park.

Dates: June 25th, July 9th & 23rd, August 6th & 27th, September 10th, & 24th

Vendors assume full responsibility for the products they market and sell. Burley Farmers Market management, its volunteers, sponsors, and affiliates will be held harmless against any claim of injury or damage by any buyer, seller, or other persons resulting from the use, consumption, display, or marketing of vendors' products.

Vendors are responsible to provide their own booth, table, chairs, and shade/canopy. Selected vendors will receive a 10x10' space within which to display their goods. **All displays/booths must stay within the designated space.** No advertisement in the walkways. **The canopies must be properly weighted down with a minimum of 15 pounds per leg.** The Market will not be held responsible for damages or injuries caused by unsecured or incorrectly secured canopies. The vendor may be expected to replace property belonging to another vendor if your negligence causes them to have to replace property. Stakes may not be used.

Unloading / Set Up:

Vendors must be set up and ready for customers by 2:45 pm. All vendors may park their car close to their designated spot to unload their goods by 2:30pm of the Burley Farmers Market day. All vendors need to have their car moved a reasonable distance from the market, to provide space for consumers to park. We cannot drive on the grass; a wagon is a great method to transport your sellable items.

Take Down / Loading: Vendors are required to stay the duration of the market, teardown can start after 8:00 pm, with all vendors to be completely removed and out of the area later than 9:15 pm. Vendors will not be allowed to leave prior to the teardown time for any reason and are expected to have made arrangements to accommodate this in advance. Market management reserves the right to close the market early due to weather or other emergencies

Be courteous and respectful to customers and other vendors. Being disrespectful to customers or other vendors will not be tolerated. Foul and inappropriate language will not be tolerated. The Burley Farmers Market is a family event and our customers are what keep us going.

Vendors are required to notify either by email or phone 48 hours in advance if they will not be attending the market. Non-compliance or repeated absences without proper notice may result in forfeiture of spot.

Vendors are responsible for their own garbage. Vendors must clean up their selling spaces at the end of each day - this includes all paper, liquid, waste, etc. Vendors are responsible for keeping their area clear of debris and garbage throughout the market day. We suggest you have a garbage can in your booth.

This market year we recommend having 2 people per booth. 1 person to help with the money exchange, and the 2nd person handing out the product/produce. Due to Covid-19 we ask to be mindful of your

distance as well as keeping your hands clean. Two great ways to do this is by having hand sanitizer or a washing station for you. Those that are selling produce, Heidi has asked if the person that is handling the produce, they could wear a mask.

Each tent will have added space on each side to allow the market to not be over-crowded. We have around 30 feet walk ways to help with crowding and 3 stations set up with hand sanitizer for the customers. We have allowed the entertainment side to be very open allowing attendees to space out but still enjoy the evening.

We want everyone, including our vendors, to have the most enjoyable and successful market season as possible. We truly believe that vendors are the most important part of the market and these guidelines help ensure that we are being fair to all of our vendors in maintaining a high-quality market, reducing overlapping vendors, and providing a strong market.

We look forward to a successful 2020 season!