

SEQUIM OPEN AIRE MARKET VENDOR RULES - 2009

Revised November 2008

PURPOSE OF THE SEQUIM OPEN AIRE MARKET

- ❖ To promote the production and marketing of locally grown farm products, fine art, and handcrafted items.
- ❖ To support sustainable agriculture on the Olympic Peninsula.
- ❖ To support farming and fine art opportunities for youth.
- ❖ To provide a forum for community organizations.

MEMBERSHIP

Membership is limited to residents of the Olympic peninsula and is established upon acceptance of application, successful completion of jury process and payment of annual membership fee. Only members in good standing may vend. The Sequim Open Aire Market reserves the right to refuse or terminate any vendor who does not meet and maintain the spirit of the Market.

Full-time membership costs \$50 for the 2009 season and allows unlimited participation in all Market activities.

Part-time membership costs \$25 for the 2009 season and allows up to three days' participation on Cedar Street. ***Indoor events not included; a full-time membership is required for participation in indoor events.***

BOOTH ASSIGNMENT AND FEES

A permanent space for the 2009 season will be assigned to all vendors who plan to attend at least 18 Market days on Cedar Street (indoor events excluded.) Management will strive for consistency with booth placement of all other vendors; preferences should be made known to the Site Manager. Vendors with permanent spots may be asked to set up in a different space should it be necessary due to Market size, weather, or other factors beyond management's control.

Farm/Produce vendors may be granted additional space at the discretion of the Site Manager.

Booth rental fees will be charged according to the following schedule:

- \$10 for sales up to \$100
- \$15 for sales between \$101 and \$250
- \$20 for sales between \$251 - \$500
- \$25 for sales between \$501 - \$1,000
- \$35 for sales of \$1,001 +

Spaces with open corners and access to electricity and/or wastewater disposal will incur an additional fee.

At least 30 lbs. of weight per leg must be adequately affixed to the canopy at the time it is set up. Other displays and coverings must also be appropriately and safely anchored to the satisfaction of the Site Manager.

Vendors are required to stay within their allotted space, and no display items (signs, card racks, tables, etc.) may extend beyond the front of the booth space into the street without approval of the Site Manager.

BOOTH SHARING

Booth sharing is allowed as part of our goal to help small-scale entrepreneurs show their wares and learn how to market them. Each selling entity in a shared booth must be a Market member. Each business owner, or a family member, must put in selling time proportionate to their sales.

MARKET HOURS

Market hours are 9:00 a.m. to 3:00 p.m. Vendors may not begin packing up their wares or taking down their display before Market closing at 3:00 p.m. Produce vendors are exempt from this rule and will be allowed to take down when sold out.

VENDOR VEHICLES

Due to street congestion vendors are to quickly unload their items, park their cars, then return to set up when arriving in the morning. This process should be reversed in the afternoons, with tents taken down and displays fully packed before driving in to load. Absolutely no vehicles will be allowed in the Market after 8:30 a.m. or before 3:15 p.m.

PARKING

In order to provide adequate parking for our customers, vendors are asked to park in the City Hall parking lot (angle spaces or behind building), the public parking lot located across Sequim Avenue, or anywhere street parking is allowed nearby the Market. ***Please do not park in the Transit Center parking lot or in the lot behind Hurricane Coffee at the Market's SE corner.***

BOOTH CLEAN UP

Vendors are required to keep their booth and the immediate surroundings clean and uncluttered during market hours and at the end of the day.

JURIED VENDORS

Art, craft, handmade items of any kind and processed food items must be juried. A processor is one who sells processed products which they have personally prepared. All processors must meet applicable federal, state, county and local health requirements.

A full explanation of jury rules and procedures is posted at www.sequimmarket.com; alternately, a paper copy will be provided by the Market Director upon request.

NON-JURIED VENDORS

Produce/Plant

Produce and plant vendors are those who grow or raise the produce, plants or animal products they are selling. Just as with all items at the Market, vendors are not allowed to purchase produce or plants from another source and offer them for sale unless said vendor has actively participated in the planting, growth, or production of the product.

For example, a plant vendor cannot purchase plants in 4” pots from a wholesaler and sell them “as-is” at the Market. Such a plant could, however, be sold at the Market in a planter, or grown up to a larger size and then put up for sale.

A produce vendor cannot purchase a bushel of picked and weighed produce from a wholesaler and sell it “as-is” at the Market. A produce vendor can, however, pick a bushel of produce at a neighboring farm; wash, weigh or process it as appropriate, and bring it for sale at the Market.

Any produce being sold that is not grown on the vendor’s own farm must be labeled with the name and location of the farm from which it came.

Priority for farm products will be in the following order:

- A. Local, vendor grown.
- B. Local, non-vendor grown.
- C. Non-local, vendor grown.
- D. Non-local, non-vendor grown.

Prepared Food Vendors

Prepared food vendors offer freshly made foods available for sale and immediate consumption on-site.

All food items must be accurately described on the menu. Soda, water, chips, and other processed food items are only allowed to the extent they compliment the vendor’s main offering.

Prepared food vendors must meet federal, state, county and local health requirements.