

LBJ FARMERS MARKET VENDOR RULES & AGREEMENT

Saturdays

9am-1pm June-September

10am-2pm October-May

108 W Main Street

Johnson City TX

LOCATION & HOURS - We are on the property of Johnson City Coffee Co. (JCCCo) located at 108 W Main Street Johnson City TX 78636. Vendors will be assigned spots on the grounds as directed by the Market Manager. The second Saturday of each month will be an all-services market offering foods and non-food artisan products or services. On all other Saturdays, vendors may only sell food, produce, plants or fresh cut flowers. Summer hours run 9am-1pm June thru Sept; Winter Hours 10am-2pm Oct-May.

FEES - Beginning vendors should start at a time when they are able to commit to two months of consecutive attendance. Vendors can pay monthly or daily by cash or Venmo. If paying in person, vendors must bring their fee up to the info booth before end of market. There is no application or annual fee, but a copy of these guidelines must be filled out, signed and returned before start date via email or in person. You will also need to sign a liability waiver with JCCCo in person the day of your first market!

LBJ Farmers Market Booth Fee:

Agricultural Producer (farm/ranch products) - \$30

Value-Added or Ready-to-Eat Foods - \$32

All others (artisan products or services) - \$35

The City of Johnson City requirements:

Vendors selling fruits and/or vegetables grown in Blanco County are not required to have a Peddler Permit. However, all other vendors selling fruits and/or vegetables grown outside Blanco Co., vendors selling cottage foods, and/or retail vendors must obtain a Peddler Permit from the City of Johnson City. The permit application can be found here: <https://www.johnsoncitytx.org/documents/peddler-permit-application/>

Peddler Permit fees per vendor are as follows:

1 day - \$ 10.00

30 days - \$ 25.00

180 days - \$ 50.00

These fees are paid to the city and are different than the vendor fees paid to the market hosts

Regular vendors MUST let the market manager know by 2pm the Thursday before any market they are not planning to attend, or the booth fee will be assessed at their next attendance. If there is inclement weather forecast, you must cancel by 2pm Thursday. If market must close early due to inclement weather the vendor fee will still be collected. We assess a \$10 late fee if you are not setup, reparked and fully ready to sell by start of market. We assess a \$10 penalty for cars not reparked by opening bell. Chronic lateness or no-shows are grounds for being asked to leave the market at the discretion of the manager.

WEATHER – LBJ is committed to being a year-round, rain or shine market. It is the vendors' responsibility to cancel in writing (text or email) with the market manager by 2pm the Thursday before if they prefer to skip attendance for any reason. Check the Johnson City forecast; consider how wind, rain or cold weather will affect your product/commute and GET IN TOUCH. Barring storms or severe conditions, market stays open if enough vendors wish to participate. In high winds (over 20mph) we will set up without canopies as a safety precaution.

SETUP - We stay open year-round as much as possible! If market will be canceled due to weather, the market manager will email everyone and post on social media by 2pm the Thursday before. Spaces open two hours before opening for setup, and the layout will be emailed the Friday afternoon prior. Setup requirements are tent, weights and table – it is not required to, but very helpful to have a banner, clear signage, and be able to process credit cards. Weights are required to be at least 30lbs on each leg. We strongly encourage all vendors to adjust their product volume to demand and maintain a full presence through the duration of the market as much as possible. But if you do sell out before closing, congratulations! – you can pack up & go home early!

PARKING - Vendors should not block the drive-thru of the Coffee Shop during unloading and reloading to ensure good flow for our customers and the coffee shops patrons.

PERMITS - Vendors are responsible for maintaining all applicable permits & licenses for their own business operations. Copies of these must be emailed to the market manager before the first date of attendance, as well as renewals before dates of expiry. Bakers & preserved food vendors operating under the expanded 2019 Texas Cottage Food Law must have a current food handler's card, legal disclaimer, and complete ingredient labeling on their products. You also must have a current Peddlers Permit issued by Johnson City.

ADDING NEW PRODUCTS – New products not listed below at your start date must be approved by the market manager BEFORE being advertised or sold. This allows us to support all our vendors as they grow by maintaining a balance of offerings that have variety but still responsive to foot traffic and demand. Approval will be granted on a first come, first serve basis - we simply ask our vendors to respect each other by not exactly duplicating iconic or specialty items.

Current products list for initial approval:

PERKS -Some vendors choose to offer a 'fellow vendor discount', and barter between friends & neighbors is a cherished aspect of our friendly community. There are always also several food trucks on the grounds and of course our host has the best coffee in town to give you that jolt of energy you might need!

DOGS - We are very dog friendly, so bring your pup if they are well behaved around other dogs, children, and can tolerate being on a leash for four hours. Dogs must be ALWAYS leashed during open hours. Dogs are welcome at outdoor seating areas but not allowed inside the coffee shop building.

CODE OF CONDUCT – All vendors are expected to act with respect towards one another and customers both in person and on social media platforms. We value a safe and welcoming professional environment for everyone in our community. Vendors should dress in clean, tidy attire without inflammatory slogans and in keeping with our apolitical and family-friendly environment. Repeated instances of disrespect or inappropriate clothing are grounds for being asked to leave the market at the discretion of the market manager.

I _____ (print), have read, understand and agree to abide by the rules as stated above:

Name _____ (signature)

Date _____

LBJ Farmers Market
Market Manager
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