

Village of Claycomo's Vintage Market Days Guidelines

Purpose.

The primary purpose of the Village Vintage Market is to allow individuals to sell vintage, hand-crafted, salvaged, repurposed or usable, upscale flea market type items.

The following is important event information that is vital for your success as a vendor. You must read and follow all information and rules to participate as a vendor at the Village of Claycomo's Vintage Market.

BASIC MARKET INFORMATION

MARKET LOCATION: Mildred Keeney Memorial Park, 55 NE Poe Street, Claycomo, MO. The location could change depending on attendance or previously scheduled events.

HOURS: The market is open to the public from 7 am until noon on Saturdays. June through October. Vendors may arrive at 6:30 a.m. to set up.

ADMISSION: free to the public – permits are required at no cost for vendors

VENDOR INFORMATION, RULES, AND GUIDELINES:

THIS IS AN OUTDOOR MARKET WITH OPEN MARKET VENDOR SPACES: Vendor spaces are all 'Open Market Spaces' that are available first come first serve. 'Reserved Market Spaces' are not available.

Vendors are permitted one (1) parking space.

Permits.

- (a) Permits are free
- (b) Permits are required. Permits are available from the village clerk or online at the village website at <https://Claycomo.org> . (select How Do I? Licenses and Permits – scroll to the very bottom, select Farmers Market Permit)
- (c) All sellers must obtain a permit. Vendors do not have to be residents. The permit is good for the season.
- (d) Each vendor or seller will carry general liability vehicle insurance and present proof of insurance at the time of applying for the permit.
- (e) The permit must be in the vendor possession at each sale.
- (f) Every vendor will receive a copy of this article and acknowledge receipt on the village copy of the permit.

ITEMS TO BRING: Vendors must provide their own tables, chairs, displays, and items to sell.

TENT / UMBRELLA INFORMATION: Tents/umbrellas are not provided - Vendors must bring their own for shade. The maximum tent size allowed is 10'x10'. You must bring weights for your tents and umbrellas. Unweighted tents and umbrellas are NOT permitted AT ANY TIME

Vendors may set up a canopy, bring a table and chair. Canopies cannot be anchored in a manner that could damage the parking lot asphalt, tennis court, gazebo or children's play equipment.

CLAYCOMO'S VINTAGE MARKET VENDOR RULES AND GUIDELINES

FOOD AND BEVERAGES: no alcoholic beverages are allowed for consumption or sale on Village of Claycomo Park Property.

DISPLAYS: Items for sale must be displayed in a tasteful, organized manner. Tarps on the grass with merchandise are not allowed.

FOR CLOTHING VENDORS: If you will be selling clothing, vendors are not allowed to put clothing on the ground in piles or boxes. All clothing must be on tables or hung on clothing racks.

POWER: Vendor spaces do not have access to power.

We encourage all vendors to bring monetary change for buyers – ones, fives, tens, and quarters. Vendors are responsible for all transactions with buyers.

It is also required that all vendors receive, review, and approve the Vendor Rules & Guidelines before selling at the market.

ITEMS / SERVICES NOT ALLOWED AT THE MARKET: The Village Vintage Market is a family friendly event. The following items and services are NOT allowed at the Village Vintage Market, or to be sold at the Village Vintage Market:

- Food or edible items. This includes anything that can be consumed by people or animals

(Bottled beverages, candy, prepackaged items are permissible. homemade treats, eggs are not allowed unless a permit from Clay County has been obtained. No fresh or processed meat will be allowed, including dried meat or beef jerky. Vendors must obtain a license or permit from the Clay County Health Department before fresh breads, baked goods, candies, or cookies are offered at the Village Vintage Market. Sampling of any foods will not be allowed. Eggs are not permitted at the Village Vintage Market unless Clay County regulations are followed along with the Clay County permit present when applying for the Village Vintage Market permit (Honey is allowed but cannot be opened or sampled at the farmer's market.)

NOT ALLOWED

- Firearms, ammunition, or weapons of any kind
- Fireworks
- Animals for free, sale or trade
- Paraphernalia commonly used or associated with the use of any drugs
- CBD products
- MLM products
- Illegal or questionable items not normally obtained on the open market.
- Physical or cosmetic services (massage, piercing, tattoos, teeth whitening, etc..)
- Sexually Explicit items
- Political campaign promotional materials and signage

- Promotion of any businesses or organizations
- Promotional goods and services that do not fit the flea market, vintage, yard sale style, hand-crafted market model
- Outside Marketing: Any posters, banners, signs, tents, or distribution of marketing material promoting outside markets and events is strictly prohibited and will only be allowed by official sponsors of the Village Vintage Market.
- Items that by sale, possession, or use are in violation of City, County, State, or Federal Laws
- Open flames, lit candles and burning incense are not allowed at any time in the market area
- If you bring any of these items, you will be asked to leave the market and your permit will be revoked for the market season. The Village Vintage Market reserves the right to prohibit the display and sale of any items deemed inappropriate for the market by the market management or any items that are illegal/prohibited by law.

ALL VENDOR MERCHANDISE SUBJECT TO REVIEW: All vendors and vendor merchandise are subject to review and approval by the Village Vintage Market to maintain the format of the flea market business model. The Village Vintage Market reserves the right to refuse any vendor application or merchandise.

VILLAGE VINTAGE MARKET VENDOR RULES AND GUIDELINES / LIABILITY:

All vendors who participate at the Village Vintage Market hold harmless the Village of Claycomo, the Village Vintage Market, Village Vintage Market Coordinators, Volunteers, Staff, the venue and venue representatives, and market sponsors for any damage, loss, or theft to merchandise, displays, or personal property, or injury to their person or character, virtual or otherwise, regardless of cause resulting from their participation in this event.

SECURITY / MEDICAL ISSUES: If you see a security or medical issue at the market please call 911 or the non-emergency number 816-452-4613. The Village Vintage Market does not have security or certified medical resources on the park premises.

NO ALCOHOL IN THE MARKET! Alcohol is not allowed in the market area.

No onsite cooking will be allowed.

It is not permissible for animals or pets to be sold/traded or given away

- **SET UP:** Saturdays at 6:30 am - June through October
- **ACTIVE LOADING ONLY:** vehicles are allowed on the grass ONLY to unload and ONLY if the ground is not muddy/ wet due to previous rain event VEHICLES MUST BE REMOVED FROM GRASSY AREAS AS SOON AS YOU ARE UNLOADED.
- The Village Vintage Market reserves the right to adjust/change vendor rules and guidelines at any time.
- The Village Vintage Market reserves the right to adjust/change market location, market configuration, vendor space configuration at any time due to unforeseen circumstances.
- If the market day must be canceled or relocated, it will be posted on the village website. Attempts to notify vendors via email will be made. Vendors are advised to check the website. Every attempt will be made, to advise the public well in advance of any cancellations/changes.
- The village will not regulate sales prices and will not intervene in disputes about product quality or price.

- In the event of a cancellation due to weather or other event, the Village is not responsible for any lost sales or potential income.
- In the event of cancellation due to an event at Mildred Keeney Memorial Park an alternative location will be made available to interested vendors (alternative location to be determined at time of cancellation)
- Vendors that leave trash or unsold merchandise behind are subject to having their permit revoked or the Market Season

SIGNAGE & MARKETING MATERIALS Any posters, banners, signs, tents, or distribution of marketing material promoting outside businesses, organizations, services and events is strictly prohibited

THANK YOU!

Please help support the Village Vintage Market by telling your family and friends to attend and also by sharing market information through your social media outlets. The village will advertise the event with signs, social media posts and notification in the village newsletter.

Thank you again for participating. Please let us know if you have any additional questions by contacting Renee.Hoppe@claycomo.org