

Shoreline Farmers Market – Vendor Rules to Remember

Make sure you and your sales staff are familiar with the rules and regulations handbook before selling at our market. The complete Vendor Handbook can be found in the Documents of Manage My Market and on the website.

Location: 192nd St & Aurora Ave N. (18821 Aurora Ave N, Shoreline WA 98133)

Contact Info: Kara Conner, kara@shorelinefarmersmarket.org, 206-487-3939 (text preferred on market morning)

Stall Assignments: Please check in with staff upon arrival to find your booth space. Arrive 7am-9:15am

Unloading: All vehicles must be unloaded and removed from market site before 9:30am. Unload your vehicle, park, then come back to set-up your booth. If you arrive after 9:30 you will be required to carry your supplies and charged a \$10 late fee.

Vendor parking: Located at the South end of the parking lot. Do not park close to the market location, those spaces are reserved for customers.

Food Trucks: Must be parked by 9:45am and provide their own trash/compost bins and hand sanitizer.

Selling Time: Selling starts at opening bell, not before. All vendors must be set up and ready to sell at 10am. All vendors are required to stay until closing and should not break-down before 2pm. Vendors who sell out early should post a sign, "Sold Out".

Plastic Bag Ban: No single-use plastic carry out bags. Produce/meat bags OK.

Canopy Weights: 25lb weights on EACH post of your canopy. Remember to bring your weights! Vendors found not using required weights will be charged \$5/weight rental or asked to leave the market if recurring violation.

Signage: Every vendor needs a sign no smaller than 28" wide by 8" high stating the farm or business name with location. All prices must be clearly marked. Scales must be registered.

Products: Vendors may not sell any products without prior approval from Market Director.

Restrooms: There will be a portable restroom on site with one hand washing stations outside.

Kindness: The Market will not tolerate any harassment, violence, hawking, or unruly behavior. Be kind, always.

Clean Up: Vendors are required to maintain their individual selling space in a clean, safe and sanitary manner. Each vendor is responsible for complete clean-up of their space at the close of the market and haul away all their garbage and sweeping up any product debris. Brooms and dustpans are available at the Info Booth.

Currency: Know and understand the market's currency. Each vendor will be provided with a paper copy that fits nicely into a cashbox. The cheat sheet also lives on the market's website and in Documents of Mange My Market.

Cancellations: Must be made in writing to Market Director by Thursday at 12pm to avoid \$40 cancellation fee.

First time violation of each of the above rules will result in a written or verbal warning from the Market Director. Additional violations will result in fines as specified in the Vendor Handbook.