

### **2011 Ashland Saturday Market:**

~ Market opens Saturday 5/07 in the old location at Lithia Way & First Street. The market will continue in this location until ODOT road construction is complete on Water St. The market will move to its new location on Oak Street, between Lithia Way and E Main Street on 5/14 at the earliest. Contact the market manager for up to date information.

~ Market Hours: 9:00 - 1:00

Set up no earlier than 7am and no later than 8am. The site is to be cleared by 2:00.

7am is specified in the permit with the intention of keeping disturbance to neighbors to a minimum. A vendor traffic time schedule and one-way traffic flow may be established if bottlenecking occurs and may evolve over the course of this first season. Contact the market manager for more info.

~ This will be a small market with a limited number of booth spaces.

~ Booth availability and assignment of booth space may be based on seniority, market saturation, product type, vendor needs, season, site requirements, crafter/grower ratio, and market ambiance. This market may not be able to accommodate all the vendors who would like to participate. Ask the market manager about a substitution/waiting list.

~ All vendors will off-load, vehicles are to be off site by 8:30.

~ No vehicles can be parked in the vending area during market hours. Vendor parking is available in the old market lot, the Elks Lodge parking lot and Oak Street Market parking lot. See the market manager for an Elks' keycard or an Oak St. Market parking permit.

~ Street parking near the market is unauthorized. Our Conditional Use Permit restricts vendors to using official vendor parking areas only. Our permit will be revoked if vendors use city street parking spaces.

~ Two booths will need to have fire extinguishers mounted on the front side of the booths. Those 2 vendor spaces have been determined. For the purpose of assigning booth spaces, please let me know if there is a reason your booth could not support a small fire extinguisher.

~ \$15. booth fee will be charged for each space occupied on market day. Fees increase to \$20 per space during the height of the season.

~ 13 hour minimum notice of absence is required. Failure to notice manager before 7pm on the day before market will incur a fine in the amount equal to the fee for the space left vacant.

~ \$5. fine will be assessed for a space left unclean. Please consider the downtown location and visibility of this site, RVG&CM must leave the site completely free of litter, veggie trimmings, flower stems, ice and any other market debris. Please consider a broom and dust pan.

Vendors whose products generate waste must provide an obvious, adequate trash receptacle at their booth and be responsible for the trash. Do not dump your booths trash into the Market trash. Recycling if offered on site for Market customers.

~ Copies of all required licenses must be displayed in your booth.

~ There will be absolutely no smoking on the site.

~ Pets, owned by either vendor or customer are not allowed on site. Customers who are strolling through downtown with their pets should be politely directed to the pet water bowl area outside of the market area.

- Due to our permit, no vendors with hot, ready to eat food will be allowed. Vendors are encouraged to direct customers to downtown cafes and restaurants.

**Notes and reminders:**

-Our permit will be revoked if vendors use city street parking. See above for vendor parking areas.

~ The site is not completely level; some booths will have drains in them. Please bring shims, plywood scraps, flagstones, etc to level and stabilize canopies and tables.

~ Remember that you will not have your vehicle in your booth to tie down to. Afternoon wind gusts are possible. Canopy weights may be necessary.

- The new market site has an incredible bicycle rack, thanks to Standing Stone Brewery. Encourage and thank all bicycling and pedestrian market shoppers!

~ We are striving to keep waste to an absolute minimum. Aside from individual booth trash-cans, there will be one Market waste station with a garbage can and a recycling receptacle. Please take care to keep the waste your booth produces to a minimum. Thank your customers for bring their own bags.

~Please let the manager know if you need a copy of the Market Guidelines or the Code of Ethics.

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