



## **RULES & REGULATIONS**

### **Location and Schedule**

1. This artisans/artists market will take place at Arts in the Sunset, 3701 Plains Blvd, Amarillo, TX, 79102 in the colonnade.
2. The market will open June 6 - September 19. Hours are Saturdays 8 a.m. - noon.

### **Booths**

1. Vendors must sell only products they make or grow themselves. You may not purchase products from someone else to resell.
2. Vendors may not sublet their space to another vendor. In the event that vendors wish to share a booth, each vendor must complete an application and be approved before a request would be approved.
3. Booths must be kept neat and presentable. Vendors are encouraged to bring a tent or canopy to provide additional shade for their booth. These must be securely attached to weights in the event of windy conditions. Each booth must have a clearly stated sign with the business name, and table must be covered with a tablecloth.
4. Prices must be clearly posted for items for sale.
5. Walkways cannot be blocked during the market hours.
6. All trash and debris must be removed upon leaving the market space.
7. Permanent spaces are available if an annual fee of \$275 is paid up front. For permanent spaces, you may miss up to four Saturdays if the market director is notified via email prior to the Saturday being missed. In these instances, your space will be given to another vendor for that Saturday. If vendors fail to notify of absences, your space could be reassigned at the discretion of the market director.
8. All other booth spaces are \$20 per Saturday. Once a vendor has completed an application and been approved, they must provide dates they plan on attending the market. Vendors that will not be participating every weekend can still prepay for dates they plan on attending, based on availability for that weekend. These fees are nonrefundable. Being an approved vendor does not guarantee you a space in each market. Space assignments for that Saturday will be sent out by 2 p.m. on Friday.
9. Cancellation without notification 48 hours in advance could result in limited participation in the market.

### **Health Regulations**

1. Any and all food items must be in compliance with local and state regulations. It is the sole responsibility of the vendor to obtain appropriate permits for food items sold.

### **Vendors**

1. Vendors must present themselves appropriately for the market. This includes proper hygiene, dress, and behavior.
2. There is no smoking or vaping on the property. There will be no consumption of alcoholic beverages on the property during market hours, including setup and teardown.
3. Vendors must engage with Arts in the Sunset staff, fellow vendors, and customers in a professional manner.

### **Conflicts and Violations**

1. If a conflict arises, it must be brought to the attention of the Arts in the Sunset staff. If a vendor violates any of the above rules, the vendor is subject to removal from the market at the discretion of the market director. If removed, vendors are not entitled to refunds for the remaining market days.