



VENDOR RULES/REQUIREMENTS:

1. Vendors will always comply with Grassroot Market regulations and rules. If violated in any way, vendors will find themselves in breach of contract. In this case, the vendor may be asked to vacate the premises immediately and failure to do so may result in civil and/or criminal remedies. Vendors that are asked to leave because of a dispute or breach will NOT be refunded their fees and costs. We reserve the right at anytime to cancel a vendor's acceptance into the market if at anytime the vendor is found to have violated the market requirements and regulations.
2. All vendors who sell goods/food that requires sales tax must have a Texas Sales and Use Tax Permit and must report all income from sales.
3. We recommend all vendors provide a business insurance policy listing Grassroot Markets and the event site as an "additional insured" for the date of the event. Vendors who choose not to provide insurance do so at their own risk and not that of Grassroot Markets, its owners/operators/employees, the property owner, the city, or any other party as agreed upon in the Indemnity Policy Agreement.
4. All vendors must have the required permits/licensures/certifications for their product type. Grassroot Markets does not accept any responsibility for meeting these standards. Some business types do not require anything. If you need help determining if your business requires anything, please email us at grassrootmarkets@gmail.com.
5. Vendors must only sell products that they are approved to sell at market.
6. All food vendors must meet all local and state guidelines and requirements for selling food. This includes meets health and sanitation standards, food handling standards, and obtaining the proper permits such as a Temporary Food Establishment Permit and/or Roadside Food Vendor/Mobile Food Unit Permit.
7. Grassroot markets does not permit the sale of drugs/firearms at our markets. Alcohol sales are only allowed when TABC has approved and permission has been granted by the city/local government and Grassroot Markets.
8. All vendors must arrive by 30 minutes prior to start time on the day of the event to set up (unless special circumstances are discussed and agreed upon in advance). Vendors that violate this rule will not receive a credit or refund.
9. All vendors must be set up and ready to sell by the start of the event.
10. All vendors are responsible for their own trash disposal. Each space must be cleaned and left in the condition it was in upon arrival. All trash will be removed at end of event and disposed of offsite. Any vendor space that is not cleaned up or that disposes of their trash on site will receive a \$20 cleanup and trash disposal fee.
11. All vendors are required to stay for the entirety of the event. This means you must arrive on time and (except for in the case of bad weather in which Grassroot Markets will indicate,) vendors are not allowed to begin to tear down until event end time unless otherwise instructed by the market director.
12. All vendors must have a tent unless instructed not to due to inclement weather and we require 25 lb. weights on EACH tent pole to properly weigh their canopy down. We strongly prefer and recommend 30 lb. weights. Any vendor who cannot meet this requirement will be turned away

on the day of the event. Weights may be available to borrow from Grassroot Markets, but there is no guarantee on availability. Vendors who are not in compliance with the policy will not receive a refund or credit.

13. Vendors must park in designated areas to setup and prior to start of event must move their vehicle to the designated vendor parking area.
14. Grassroot markets may close or delay the market in the event of weather/wind concerns. All vendors will be made aware as early as possible. We do not operate when there are expected wind gusts over 25 mph or if winds are expected to be more than 25 mph.
15. Market staff and volunteers may be available to assist Vendors throughout the market; however, Vendors must be prepared to set-up and break down their space and supplies and be able to move their own trash and manage supplies and products without assistance of the Market staff.
16. Vendors must be courteous and polite to the public and conduct themselves respectfully and professionally. Vendors will not use offensive language or gestures and should be dressed in appropriate clothing.
17. Smoking is not allowed at the event or within 20 feet of the event space. This means do not smoke or vape on the premise of the market. You will be asked to stop. If a second offense occurs, you will be asked to leave the market.
18. Music will be allowed to be played at vendor booths with prior approval. Music must be played at a low setting and to prevent noise pollution and disturbance of the market only a select number of vendors will be allowed to do so. Please inquire in advance.
19. Vendors must provide their own tables, chairs, tents, weights, and any other equipment they may need for business operation.
20. Temperature controlled items must be prepared in a certified commercial kitchen. Canned, preserved, and baked items must be prepared according to the Texas Cottage Industry Law and labeled according to regulatory requirements of the State of Texas.
21. Vendors must display current Organic Certification when promoting products as organic. Claim of organic status may not be posted or used in promotion of the product, farm or ranch without proof thereof.
22. REFUND/CREDITS: We will only issue a refund if a cancellation is requested 5 days prior to event start. We will issue a credit for a future market date for all canceled markets. Credits must be applied to a market date within 30 days from the time the credit is issued (the date can be further out than 30 days, but it must be assigned to the date within 30 days. You will be contacted individually through email about the credit. If you do not contact us within the 30 days, the credit will no longer be valid. We will not check in multiple times. It is your responsibility to use your credit. Vendors who do not give the mandatory 48-hour notice that they will not be able to attend the market will not be credited or refunded. Vendors who do not show up at the market will not be given credit. Notification must be made 48 hours before the market start time via EMAIL to grassrootmarkets@gmail.com. If less than 48-hour notice is given or if a vendor no-show the market, credits will only be given for true medical emergencies. We have had a few vendors taking advantage of our leniency on this policy and, therefore, we are having to tighten restrictions. A true medical emergency requires a note from a PCP/doctor/medical facility. We understand there may be very specific situations that we will need to make exceptions and are prepared to do so. However, tournaments/sporting

events/family gatherings are all commonly planned at least 48 hours in advance. We will also make exceptions for death in the family or funeral services; however we must be able to verify this. We do not make your schedules, prepare your product, or book your markets. We will not be issuing credits for the following cancellation reasons if less than 48 hours from market start time is given: double-booking, low inventory, schedule conflicts, babysitter conflicts, etc.

I, the undersigned (as well as any and all representatives, employees, or partners of my business), agree to abide by all regulations and rules as stated in the "Vendor Handbook" and throughout grassrootmarkets.com which include, but are not limited to, the Vendor Policy, Market Policy, and Indemnity Agreement. The Applicant agrees to release the City and Chamber of Commerce from all damages and claims of any kind, whether to person or to property which may arise as a result of the Applicant's use of the market area. WE DO NOT ACCEPT any responsibility for any property placed on or in its facilities or grounds. The Applicant also releases and discharges the City from any and all liability for loss, injury, or damages to persons or property that may be sustained by the use or occupancy of the facility.

Applicant Name: _____

Applicant Signature: _____

Date: _____

**** WE RECOMMEND KEEPING A COPY OF THIS AND ALL DOCUMENTS FOR YOUR RECORDS.**