

Doctors Village Farmers Market Vendor Rules and Regulations

These Vendor Rules and Regulations are to be followed by all Vendors that have completed the Doctors Village Vendor Application and been approved to participate at the Doctors Village Farmers Market.

Hours of Operation: 10:00 AM TO 2:00PM – All vendors must remain open during Hours of Operation

Dates of Event: The 1st Saturday of every month. (DVFM reserves the right to cancel, postpone or change the dates of the Event in case of weather or other events that may negatively impact the Event.)

Location: 3635 Racetrack Road, Julington Creek, Florida

Fees: Doctors Village Farmers Market [DVFM] is provided as a free public service. DVFM does not profit from any activities. DVFM reserves the right to establish nominal fees to defray costs of the services that it provides. Additionally, fees may apply for premium placement or other amenities beyond the basic provision of Vendor Space.

Space/Booth: Each Space/Booth for the display or sale of approved items is configured as 10' x 10'. Vendors may use a tent or canopy that does not exceed the dimensions of the Space, to protect or cover the space. However, vendors may not use trees or light poles to brace any such device. Special arrangements for larger spaces or specific locations may be available. Please contact the Market Manager for such accommodations. All signage and products must remain within the limits of the Space and not interfere with the visibility of other Vendor Spaces.

Power: Spaces may have access to electricity based upon special request. Vendors using electricity shall be responsible to provide their own heavy duty electric cord of at least 100' in length to access power. DVFM reserves the right to limit the amount of power used by the Vendor.

Water: Spaces may have access to potable and non-potable water upon special request. Vendors using water shall be responsible to provide their own hoses of at least 100' in length to access water sources. DVFM reserves the right to limit the amount of water used by the Vendor.

Products: All products must be displayed in a professional manner and on tables, presentation cases or on hanging devices. Exceptions must be pre-approved by DVFM.

All products must be fresh, first quality items. Close-outs, surplus, seconds, defects or otherwise not first quality items are prohibited. Vendors may not add products not disclosed and approved on the Vendor Application. Sales of any products in violation of any federal, state or local law are strictly prohibited.

Alcoholic beverages are expressly prohibited for sale or use at any time.

Cooking is expressly prohibited without preapproval and written authorization of the Market Manager. Vendors should be prepared to bag or package their sales as appropriate.

Vendor Check In and Set up Period: Day of event 8:00 A.M. – 9:45 A.M. Vendors shall be provided access for set up and may use their vehicles to access their assigned space during the Set up Period. All vehicles shall be removed to the assigned Vendor parking area no later than 15 minutes prior to the Hours of Operation. Vendor vehicles may not be accessible during the Hours of

Operation due to parking limitations. Any Vendor that does not Check In within 30 minutes from Hours of Operation may be subject to reassignment or exclusion from the Event.

Break Down Period: Day of Event - 2:00 - 3:00 PM. (Must depart by 3:00PM) Vendors may use their vehicles to access their assigned Space no sooner than 15 minutes after the completion of Hours of Operation. DVFM reserves the right to extend the Hours of Operation in its sole discretion.

Clean Up: Vendors must clean and police their Space/Booth and are responsible for the areas immediately surrounding their assigned Space. Vendors are responsible for the removal of their own trash and must provide trash receptacles for all product appropriate sales. In the event that Vendor has sold or distributed any item that causes or creates trash, litter or debris that is improperly disposed of, by patrons of the Farmers Market whether or not in Vendor's immediate Space, Vendor shall still be responsible for the cleanup of such debris.

Vendor Approval Process: Prospective Vendors may access the DVFM Vendor Application via the web at www.Doctors-Village.com or directly from DVFM. All Applications must be submitted at least five (5) days prior to the date of the next scheduled Farmers Market in order to be considered for acceptance as a Vendor. Vendor Applications are reviewed based upon Product Type and Quality. Incomplete Applications may not be processed at the discretion of DVFM.

Licenses/Insurance/Sales Taxes: DVFM provides a venue for small business to provide products to the community. However DVFM is not a governmental entity, insurer or reseller of products. Accordingly, it is the responsibility of each Vendor to comply with all governmental regulations, including the United States, State of Florida and St. Johns County, regarding licenses, insurance and the collection and payment of sales and other taxes. A list of all food selling Vendors, as required by law, is provided by DVFM to the State of Florida or St. Johns County departments of health.

Vendor Conduct:

Vendors shall maintain a high level of professional behavior with all visitors, customers, invitees, other Vendors and DVFM Management, Staff and Volunteers.

Vendors should not attempt to approach other Vendors with disputes, grievances or complaints. All controversies or disputes with anyone must be brought to the Manager.

Inappropriate behavior (such as loud angry conversation or obscenities) is cause for immediate and/or permanent removal from the DVFM.

Appropriate attire is required, including shoes and shirts. No bathing suits.

DVFM is a smoke free environment. Please do not smoke in or around any Vendor Space. If a Vendor must have a "smoke break" such activities are only allowed outside the public and Vendor spaces of the DVFM.

Solicitations for business by the use of loud music, public outcries and "hawking" of products is expressly prohibited.

- All dishonest practices are expressly prohibited and shall be grounds for termination of Vendor license.

Pets are permitted within DVFM only with prior approval.

The Market Manager has the authority to remove any Vendor from the Farmers Market.

DVFM reserves the right to modify these Rules in its sole and exclusive discretion.