

ASTORIA SUNDAY MARKET 2009 REGULATIONS

Please retain this page for

your reference.

Dates: Sundays, May 10 – October 11, 2009

Sunday Hours: 10:00 AM - 3:00 PM

Deadline: For inclusion in The Market Special Edition return by **March 6. Available only to full season vendors.** Not available to occasional vendors or those vending only at Cruise Ships, Fishermen Festival, or Winter Market.

Market Fees: Annual application fee: \$35 Returning vendors; \$45 New Vendors;

Vendor Fees: Sunday Markets are 10% of gross sales each Market Sunday with a \$25 minimum per each 10' x 10' space; Cruise ship Markets are \$35 flat rate for each 10' x 10' space; Pacific Commercial Fishermen Festival is 10% of gross sales with a \$25 minimum for each 10' x 10' space; Astoria Winter Market rates are TBD dependent on location. Vendor is required to provide financial statements substantiating gross sales upon request .

Applications: to be assigned a space, all new and **returning vendors** must complete and return an application, with a non-refundable fee. This application and fee is good for the Astoria Sunday Market, Cruise Ship Markets, Pacific Commercial Fishermen Festival, Winter Market, and any other ASM produced event for the 2009 year.

Space Assignments: The Market Director assigns all vendor spaces. The vendor map is posted by 7:00 AM each Market Sunday on the mobile office parked at the corner of 12th and Duane. You may miss any Sunday with 48-hr. advance notice without paying the \$25 penalty. Priority assignments will be given to those who commit to all 24 Sunday Market dates. Vendors may use a sales agent for up to four Market days during the season as a substitute for their participation. Booth space **may not** be sublet to another vendor without prior consent and approval of the Market Director.

Cancellations/ Terminations: **All cancellations for a specific market require a 48-hour notice to avoid \$25 penalty.** Either Vendor or the Astoria Sunday Market may terminate vendor's participation in all markets, on 48 hours written notice, at any time, without cause.

NO EARLY TEAR-DOWN: Vendors must remain in place from 10 am until 3 pm. Vendors who begin packing product or removing their site prior to 3 pm will not be allowed to vend at the Market for the remainder of the season.

Canopy Weights: Weights are required on all canopies.

Market Setup/Takedown: Set-up may begin by 7 AM and must be finished by 9:30 AM. Your space will be held until 9:00 AM. You may park in front of your space to load and unload only. Please move your vehicle before beginning setup. Take-down begins at 3:00 PM. **No vendor vehicles are allowed on the Market Street until 3:20 PM.**

Vendor Parking: These lots are the **only** parking available for vendor use:

1. The City lot between 9th and 10th on Exchange
2. Library lot – 10th and Exchange
3. US Bank lot – 9th and Duane
4. Health Department – 800 Exchange
5. Bank of Astoria lot – 11th and Exchange
6. Sterling Savings lot – 11th and Commercial
7. Bus Station lot – 9th and Marine
8. Exchange and 13th (down ramp to lower level)
9. County lot – 8th and Duane
10. Duane and 10th (down ramp to lower lever)

NO ON-STREET VENDOR PARKING ALLOWED BY CITY-- \$50 FINE – this includes Street Parking on 10th and any street parking in front of an existing business.

Cleanup: You are responsible for keeping your space clean & the removal of all trash at the end of the day.

Products to be sold: You must grow, gather or create finished products.

No Smoking! at Astoria Sunday Market

Food Vendors & Growers:

You are responsible for meeting applicable health department codes.

You must take all of your trash with you at the end of the day.

You are responsible for meeting all regulations in the State of Oregon that pertain to your business