

EAST SIDE MARKET
225 East Pagosa Street
Pagosa Springs, CO

MARKET RULES AND REGULATIONS for 2021

I. Market Management - East Side Market is owned and operated by Hester Properties, LLC. Market Manager Jeff Hester can be contacted at (970) 264-0002, (970) 507-0321 or esmpagosa@gmail.com. Space reservations should be made with Jeff. The Onsite Managers are Tom and Chris Councilor and they can be contacted at (970) 731-1338 or (623) 203-4542. You will find them at their metal arts booth at the front of the Market. Call Tom and Chris if you are arriving late, unable to come at the last minute, or have a market related emergency.

II. Market Hours – East Side Market will run from May 1st through October 31th in 2021. Hours of operation will be limited to 9:00 AM - 3:00 PM except for Food Vendors. Market Days are Friday, Saturday and Sunday.

III. Acceptable Merchandise

- 1) Beverages and site prepared food by licensed food vendors.
- 2) Food products produced and packaged elsewhere. All products must be approved by Market Manager.
- 3) Arts, crafts and other merchandise produced by the vendor.
- 4) Market Manager retains the right to approve or deny merchandise at his sole discretion.

IV. Market Operation

- 1) **SET-UP** – On Market Days vendors must arrive by 8:00 AM. for set up. Vendors who are set up already may arrive no later than 8:45 AM and must be ready to open on time. **Late arrivals will not be tolerated. Failure to arrive on time will result in a fine of \$5 per incident. Repeated offenses will result in the vendor losing their space.**
- 2) **RENTS** are due by 9:00 AM and must be delivered to the Onsite Market Manager at their booth. After 10:00 AM rents increase by \$5.00, after 12:00 PM the rents increase by \$10.00. **Failure to pay the late fee will result in the loss of your space.** Vendors should arrive with rent and adequate change to do business.
- 3) **SELLING HOURS** are between 9:00 AM - 3:00 PM except for Food Vendors who may set their own hours of operation. All vendors must stay until closing unless approved by Market Manager.
- 4) **SHADE STRUCTURES** must be anchored to withstand wind. Recommended weight is 40lbs. per corner for a 10' X 10' shade structure. Weights must be approved for appearance by market manager. Weights must either be a commercially available tent weight or a substitute approved by Market manager. No cinder blocks will be allowed without covers. Please use attractive weights.

- 5) **SIGNS** are limited to one per Vendor, with a maximum of ten square feet. All signs must face into Market area.
- 6) The Market is full and has a waiting list. **Vendors must notify the Market Manager of changes in their schedules at least one week in advance to avoid charges for your reserved spaces. After that we will try to fill the space to avoid charges if possible.**
- 7) Vendors must park at the rear of the parking area or at designated offsite areas after unloading.
- 8) This is a non-smoking Market. Please be considerate and smoke away from the Market area.
- 9) Pets are allowed in vendor spaces only with approval from Market manager. Pets must remain leashed at all times within the Market area.

V. Covid 19 regulations

- 1) Vendors will not attend the market if they are sick or have recently been exposed to someone sick.
- 2) Vendors will wear a face mask at all times when interacting with other vendors or customers if required by federal, state, or local regulations.
- 3) Vendors will assist in bathroom maintenance by wiping down touch surfaces with cleaner after every visit.
- 4) Vendors will hook bathroom doors open after use.
- 5) Vendors will arrange their booth to minimize contact with customers.

V. Compliance with the Law

- 1) No illegal products or controlled substances will be sold. Vendors selling products which require testing or licensing are responsible to provide copies of test results and certification to the Market Manager.
- 2) It is the Vendor's responsibility to obtain all permits and licensing required by local, state, or federal laws.

VI. Enforcement

- 1) Violations should be reported to the Market Manager.
- 2) Market Manager shall have the option of issuing one verbal notice regarding a violation, or may issue a written notice if the violation is serious or concerns safety issues.
- 3) If a written notice of violation is issued, Vendor must immediately correct the violation or submit a written appeal to the Market Manager.
- 4) Failure to comply with the Market Rules and Regulations may result in the suspension or removal of the Vendor from the Market without refund of paid fees.

VII. Insurance

- 1) East Side Market carries only general liability for the Market premises.
- 2) Vendor must carry any additional property, general or product liability insurance needed for their protection.

- 3) Vendor agrees to hold harmless and indemnify Hester Properties, LLC against any liability for Vendor's products or activities at the market.