



City of Livingston's Downtown Market Rules and Regulations

1. CITY OBLIGATIONS:

A. ENFORCE RULES AND REGULATIONS

The city shall enforce the following Rules and Regulations uniformly, consistency, fairly and without bias or favor. The City Manager or designee shall have the authority to interpret and Rules and Regulations to apply them in an equitable manner in order to obtain generally acceptable conduct and business practices that are in keeping with the applicable State and local laws regulations.

B. ISSUE ADMINISTRATIVE DIRECTIVES TO CLARIFY AND IMPLEMENT THE RULES AND REGULATIONS

The City Manager of designee shall have authority to issue serially numbered and dated directives that may be needed to clarify these Rules and Regulations to assure their fair and equal applications and to resolve any special situations or issue that may arise. Administrative Directives shall be maintained in an appropriate file for the use of Market's Vendors and/or customers.

C. PROVIDE AN ATTRACTIVE AND PLEASANT BUSINESS CLIMATE

The Market shall be maintained in a clean and orderly manner so that honest and ethical business persons will be attracted to the Market to offer quality goods and service at fair and reasonable prices. The City however, assumes no responsibility for the actions or performances of Vendors, or for the quality or operation of goods offered for sale or which may be purchased.

D. MAINTAIN ACCURATE VENDOR LIST

The Market shall maintain in a current list of Vendors that have paid rent for the current and/or future rental period. The list shall include name, address, phone number, primary goods offered, booths spaces rented, period for which rents are paid and applicable licenses.

E. LAW ENFORCEMENT

Law enforcement shall be provided to the Market by the Livingston Police Department..

2. GENERAL PROVISIONS:

A. "VENDOR" SHALL MEAN THE PERSONS IN WHOSE NAME THE MARKET BOOTH SPACE IS RENTED

The Vendor is the person whose names entered in Market's records as the tenant of the space rented. All required licenses and permits must be provided at time of registration and must be in the Vendor's name. Any changes in any information provided at the time of registration shall be promptly reported to the Market Coordinator. Vendors or the employee on record must be on the grounds of the Livingston's Downtown Market on all days and times that the designed space(s) are occupied.

B. THE VENDOR IS FULLY RESPONSIBLE FOR THE ACTS AND CONDUCT OF ALL EMPLOYEES OR ASSOCIATES INVOLVED IN THE VENDOR'S MARKET BUSINESS

C. REIMBURSEMENT FOR DAMAGES TO CITY PROPERTY

Reimbursement for damages to City property committed by Vendor, Vendor's employee(s) or associate(s) involved in the Vendor's Market Business shall be the responsibility of the Vendor.

D. BUSINESS HOURS: THURSDAY 5:00pm – 9:00pm

Customers access to the market area shall begin at 5pm. Vendors are expected to completely set up their booth prior to 5pm. Vendors arriving after that time will not be allowed to drive in to unload and must carry items to their space. Teardown can begin at 9pm and must be completed in a timely fashion.

E. BOOTHS AND SPACES SHALL BE LEFT CLEAN; WASTE SHALL BE REMOVED FROM THE MARKET

Vendors shall be responsible for leaving the rented booths and spaces clean and neat at the end of the day. All Vendors' waste shall be removed from the Market grounds.

F. LOST OR STOLEN PROPERTY

Vendors and customers, not the City, are responsible for safe keeping of personal property and goods offered for sale. In the event of theft or loss of property, you can contact the Livingston Police Department for further assistance at 209-394-7916.

G. RESERVED BOOTHS AND SPACES SHALL BE OPEN FOR BUSINESS BY 5:00pm ON MARKET DAYS

Spaces shall be occupied by 4:00pm on Market days, unless the City has provided prior written approval for a later time. Any spaces not occupied by the specified time will be available for re-rental to Vendors waiting to rent spaces on a daily basis. No refunds will be made for unused reserved space(s)

H. SPACE RENTALS: LATE PAYMENTS OF RENTAL

Rental payments are accepted at Livingston City Hall during normal business hours. For all Vendors the first monthly rental payment must be made in person by the Vendor, subsequent payments must be made by mail or in person. 1 week prior to the 1st Market day of the month. Available spaces are also for rent on a first come first serve basis on the day of each event.

I. RENTAL SPACES ARE FINAL

Rental charges are payable weekly or monthly. There are no discounts, rain checks, or refunds, except that if action by the City results in a rented space not available for use, a credit shall be awarded for use at the subsequent Market day.

J. PORTABLE ELECTRICAL GENERATORS SOURCES

Electrical power needs shall be provided by the Vendor. Generators shall be muffled so that there is no noise nuisance outside the Vendor's sales area. All electrical wires and fixtures shall be appropriately grounded and protected from wear, scuffing and accidental contact. The power systems shall comply with the City's Electrical codes. Vendors are responsible for damages caused to any and all of the City's electrical equipment.

K. VENDOR'S VEHICLES ON MARKET GROUND

No Vehicles will be allowed on Market grounds except for the specified time allowed for loading and unloading.

L. NO "USED ITEMS" OF ANY KIND WILL BE ALLOWED FOR SALE

Under no circumstances will used items be allowed for display with the intention of sale. Vendors are responsible for only selling new packaged items.

3. VIOLATIONS AND PENALTIES

A. VIOLATIONS AND PENALTIES

Violations of laws and/or Rules and Regulations may result in temporary or permanent rental privileges. First violation will result in a written warning. Second violation will result in suspension of rental privileges for up to three (3) months. Third violation will result in suspension from the Market.

4. PRODUCE PROVISIONS

A. FOOD VENDORS SHALL COMPLY WITH LOCAL HEALTH LAWS

Local health laws are enforced by the Merced County Health Department.

B. UNLAWFUL FOODS OFFERED FOR SALE ARE SUBJECT TO DESTRUCTION.

In accordance with laws and regulations, State inspectors may inspect all foods offered for sale and destroy any which fail to meet State standards and regulation.

C. PERMITS AND BOOTH/SPACE RENTAL RECEIPTS READILY AVAILABLE

All Vendors must have readily available, upon entry into the Market, current receipt and any other permits required by law or the Market. Such items shall also be displayed within the booth or space in a conspicuous place.

D. THE CITY RESERVES THE RIGHT TO LIMIT RENTALS OF PRODUCE BOOTHS, FOOD BOOTHS AND MERHANDISE

The City reserves the right to limit the number of Produce Vendors, Food Booths, and merchandise booths. The City also reserves the right to limit the number of booths and/or spaces rented by anyone Vendor

I have read and I agree to abide by the terms of the City of Livingston Farmer's Market Rules and Regulations. I have received a copy of these Rules and Regulations.

Date: _____

Vendor Signature: _____

Printed Name _____

Note: The City of Livingston reserves the right to extend, end and/or terminate the Market for safe and/or health issues.