



City of Lake Mary Farmer's Market Policies

1. The market will operate from 9:00 am to 1:30 pm.
2. Vendors must be set up no later than 8:15 am so that there is no interruption in service. Vendors will be turned away if they arrive after 8:30 am. Vendors will not be permitted to break down setup before 1:30 pm.
3. Large trucks, those over 1.5 tons, must unload and exit the area no later than 8:00 am.
4. Vendors will be limited to the sale of plants, bakery, produce, consumable items, homemade arts and crafts, and related items sold by Farmer's Market vendors and holiday/seasonal items. The sale of other retail flea market items and antiques will not be permitted.
5. Each vendor is exempt from obtaining a Local Business Tax Receipt from the City of Lake Mary but is required to obtain one from Seminole County. Each vendor is required to pay a \$25.00 Registration Fee once a year.
6. Vendors must obtain, display and keep current applicable State and Seminole County licenses. All vendors are required to display business names at all times.
7. Vendors who must use a vehicle as an integral part of their business are limited to a vehicle with a weight of 1.5 tons or less. Using the vehicle as a holding area is not considered integral to the business.
8. All generators must be silent and approved by Farmer's Market manager.
9. Vendor Categories:
 - a. Full-time vendors (participate a minimum of 40 weeks per year) must pre-pay on the last Saturday of each month for the entire upcoming month and will be provided a reserved space.
 - b. Part-time vendors (participate on a weekly or seasonal basis) may receive a space on a weekly basis with no permanent location. Application must be submitted six (6) working days prior to market date and payment is due the Saturday prior to the requested market date.

10. Full-time vendor fees:

Part-time/seasonal vendor fees:

(A) 12'x10' space - \$20.00	(A) 12'x10' space \$30.00
(B) Additional 6' - \$8.00	(B) Additional 6' - \$10.00
(C) Outside space with electricity - \$25.00	(C) Outside space with electricity - \$35.00
Per week	Per week

11. The Market will close during times of inclement weather.
12. The Market will close if Christmas or New Year's fall on a Saturday.

13. The City reserves the right to relocate vendors within the market and to limit the quantity of stall space sold to any vendor.
14. Vendors are responsible for the cleanup in the vicinity of their operation. No cardboard boxes, fruit, plants, trash, or displays are to be left behind.
15. Space for charitable nonprofit groups shall be limited to one (1) group per week and two (2) times per year per group. These groups will not be required to pay the published fees but must submit their request in writing to the Parks & Recreation Department for approval.
16. Two consecutive no shows, without notification to management, will constitute an automatic termination of a vendor.
17. First offense will carry a written warning. A second offense will result in terminating a vendor.
18. No one vendor may reserve more than 10% of the market space.
19. After unloading, all vendor vehicles with a trailer are required to park in the lot at the Elementary School on the south side of Lake Mary Boulevard or other location as designated by the Parks and Recreation Director or his or her designee. All other vendor vehicles are required to park in the City Hall employee parking lot on Country Club Road for the duration of the market.
20. All potential vendors must fill out and mail in the application. Go to www.lakemaryfl.com/farmersmarket to download. Vendors are selected on a first come first serve basis as spots become available.

Vendor Category Percentages:

1. Produce vendors.....25% of present market vendors
2. Large & small plant vendors.....25% of present market vendors
3. Bakery vendors.....10% of present market vendors
4. Other vendors.....30% of present market vendors
5. Arts & Crafts.....10% of present market vendors
6. No more than one primary small vendor may utilize the market at one given time.
7. Secondary items must cover an area no greater than 25% of the total display space assigned to the vendor.

Sale of holiday items allowed for the following:

1. Halloween, Thanksgiving (set up allowed two (2) Saturdays prior to holiday).
2. Valentine's Day (set up allowed two (2) Saturdays prior to holiday).
3. Easter (set up allowed two (2) Saturdays prior to holiday).
4. Mother's Day (set up allowed two (2) Saturdays prior to holiday).
5. Father's Day (set up allowed two (2) Saturdays prior to holiday).
6. Christmas (set up allowed the Saturday following Thanksgiving).

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www.lakemaryfl.com/farmersmarket