



RULES & REGULATIONS

Traveling Artisan's Market (TAM) is a young market with a collective of high-quality handmade and homemade artisans showcasing their artistry and unique designs at picturesque and fun venue settings. Event venues will vary among San Diego County with different parameters for each site.

TERMS & CONDITIONS CONTRACT (Initial required)

_____ **Booth & Displayed Work:** All products, food and artwork exhibited must be for sale. All the artisan's work must be displayed within their allotted space. Each artisan is responsible for having ample number of products throughout entire event. All displays must be attractive and kept neat and professional throughout the event.

- Display tables require ironed tablecloths (no wrinkles) to the floor and any supplies or additional inventory need to be hidden underneath the tablecloth or be unseen
- Depending on the venue and allotted space, create a "L", "U" or "T" table layout to create a welcoming customer flow with your space
- If you require lighting, bring your own battery-operated system. Gas powered generators and open flames will not be allowed
- Outdoor events ~ Artisans must bring their own clean white tent with sufficient weights (40lbs) for inclement wind safety. Artisans are solely responsible for setting up their tent according to their designated booth area
- Artisan booths may not play music, distribute, or sell alcohol, beverages, or legalized drugs. Venues could be contracting with food truck vendors, who would have exclusive rights to sell food and beverages

_____ **Vendor Process:** Artisans will be selected by jury selection. Selections will be based upon quality, originality, conception, and presentation of booth display. Jurors will evaluate the artisan's work, display design, and an overall business concept of artisan's product line that best represents TAM.

_____ **Confirmation of Acceptance:** All vendor selections will be conducted on a rolling basis per event and theme, as they are received. Artisan's will be

notified within a week of applying. Upon notification of your acceptance via email, it is understood that artisan's will prep accordingly to best represent TAM's success.

_____ **Booth Sharing (Select Markets ONLY):** If two artisans wish to share a booth, each must go through vendor process and follow all displayed work guidelines. Following acceptance, artisans may request a shared booth.

_____ **Set-Up and Breakdown:** Load-in begins within 90 minutes prior to show opening; i.e. 11:30a for a 1p show. When applicable, all booth space lines will be marked before load in commences and traffic flow will be closely monitored and controlled by Market Manager. **Outdoor Vendors** ~ artisans must bring their own **clean white tent** to exhibit. Artisans are solely responsible for setting up their tent according to their designated booth area. Breakdown will take place immediately following the closure of the event.

_____ **Artisan Exhibition Hours:** Artisans are required to man their booths during the scheduled event hours. Any artisans who pack up their booths early will not be invited back.

_____ **Security:** Artisans are responsible for the security of their belongings at all times. The TAM, together with venue owners, employees, and all of their respective volunteers shall not be responsible for any loss, damage, or theft of art or property of the Artisan while at the market.

_____ **Weather:** Please note that wind may occur, and there will be no rain/contingency plan. Artisans should come prepared for inclement weather.

_____ **Seller's Permit and Taxes:** Artisans are responsible for establishing their own merchant accounts for collecting payment, strongly encouraged in acquiring a current and valid California State Board of Equalization Permit to participate in TAM. Artisans are solely responsible for collecting monies for works sold and for payment of taxes to any city, county, state, or federal agency. Artisans must have their permit onsite during the Market. All Artisans are required by the State of California to file a Sales & Use Tax Return.

_____ **Insurance:** Artisans are responsible for procuring and maintaining their own insurance. It is not mandatory and at each artisan's discretion.

_____ **Conduct:** Artisans must behave in a professional and congenial manner at all times. Noncompliance will result in elimination from consideration for any future TAM events.

- Children must be supervised at all times
- Smoking is prohibited
- Pets must be leashed and supervised at all times
- The Market Manager reserves the right to remove any artisan from the site
- Artisan's vehicles may be parked only in designated areas

_____ **Photography:** Artisans agree to allow TAM to photograph their displays and artwork during the event for promotional purposes.

_____ **Criminal Background:** The consenting applicant has never been convicted of, or pleaded no contest, to a felony or any crime against children or a minor.

_____ **COVID-19:** Artists agree to follow all current San Diego County, City, and CDC guidelines for COVID-19 at the time of the event. Artisan agrees not to attend the event if experiencing any symptoms of COVID-19 or if exposed to another individual with a confirmed case of COVID-19.

For a list of the most current guidelines check the:

- San Diego County website: <https://www.sandiegocounty.gov/coronavirus.html>
- San Diego City website: <https://www.sandiego.gov/coronavirus>
- CDC website: www.cdc.gov
- Guidelines may include face coverings, limited number of people in the booth, extra sanitization, social distancing between booths, or whatever else is applicable at the time of the event.

Traveling Artisan's Market Contract

Work is submitted and presented for sale at the artisans sole and complete risk. In consideration of Artisans admittance to and participation in the Market, I hereby release the Traveling Artisan's Market, including volunteers (Hereinafter referred to as "TAM") from any responsibility, or any personal liability for any injury, damage, or loss sustained by artisans, exhibitors, guests, or works of art. Artisans are solely responsible for insuring their work from delivery to pick-up/returned shipping, and are solely responsible for the collection and payment of sales tax in accordance with California law. I have read and agree to all the specified terms and conditions set forth in the TAM Application & Prospectus. I understand that failure to strictly abide by the terms and conditions of this agreement may result in the termination of my agreement with TAM, and my immediate removal from the Market. I affirm that all submitted work is original and was produced by myself or in collaboration as specifically identified. I understand that the TAM reserves the right to require me to remove any work that does not meet its standards or is not in the category for which I have been accepted, such determination to be in the sole and absolute discretion of the TAM Market Manager. I agree to follow all COVID-19 safety requirements as mandated by San Diego County, the City of San Diego, and the CDC. I agree not to attend the event if experiencing any symptoms of COVID-19 or if exposed to another individual with a confirmed case of COVID-19. I agree to allow the TAM to utilize the photographs or other promotional materials taken during the Market or submitted with this application for the purpose of promoting the Market this year and in future years. I agree to allow the TAM to release my name, address, website, and telephone to the public for sales/promotion. I agree to hold harmless and indemnify and defend the TAM against any claim, loss, damage or liability of any kind associated with my participation at the Traveling Artisan's Market.

NAME	SIGNATURE	DATE