



TOLEDO WATERFRONT MARKET VENDOR CONTRACT 2024

Toledo Chamber of Commerce Waterfront Market begins on the first Thursday in June and lasts until the last Thursday in August. It will be held again at Toledo Memorial Field.

Market Contract:

- Membership fee for the 2024 year will be \$25. Applications are available at the Toledo Chamber of Commerce located at 311 NE 1st Street Toledo, Oregon 97391 or by visiting our website www.toledooregon.org and clicking on the Waterfront Market tab. The membership fee must be paid prior to setting up for the first market and is nonrefundable.
- Daily space fee of \$15 will be charged for each 10'x10' space.
- **Vendor(s) must provide a 24-hour notice if they do not plan to set up on a given day. If the notice is not given, they will be required to pay their \$15 daily rental fee.**
- **Arrival:**
Vendors may arrive and unload between 8:00-9:30 a.m. Vendors must unload vehicles, then move to a location not interfering with the event. Plenty of parking will be available. Vendors must be ready to sell no later than 10:00 a.m.

Departure:

Market will close at 3:00 p.m.

NO EARLY BREAKDOWN OF BOOTH IS ALLOWED-early departures MUST BE CLEARED BY THE DIRECTOR OF THE TOLEDO CHAMBER OF COMMERCE, KATHY CRANE.

In case of emergency, the Director should be advised.

If customers are in the market area, vendors can choose to remain after 3:00 p.m., but all spaces must be cleared by 4 p.m.

Vendors must leave the allotted space clean at the end of the day.

Market Rules:

- ***Only Vendors who grow their own produce, hand craft their own merchandise, bake their own goods or represent a marketed brand will be allowed to sell at the Toledo Waterfront Market. No garage sale or used items.***
- Be considerate of fellow vendors and customers.
- Disrespectful or negative comments will not be tolerated. The Director of the Toledo Chamber of Commerce should be advised of unprofessional behavior. The Director can request vendors to leave after two warnings of behavior deemed unprofessional
- Vendor(s) behaving in a manner that may endanger the public or other vendor(s) should be reported immediately to the Director, and they will be asked to leave immediately. Their vendor membership will be revoked. The membership fee will not be returned to the vendor.
- Vendor(s) are not allowed to consume alcohol or drugs while on the market grounds.

- ***NO SMOKING IS ALLOWED ANYWHERE ON THE PREMISES. Memorial Field is a non-smoking venue.***
- **NO PETS ARE ALLOWED ON MEMORIAL FIELD. THIS IS A CITY OF TOLEDO REQUIREMENT.**
- Vendor(s) must be 18 years of age.
- Vendor(s) must supervise minor children at all times.
- Vendor(s) must comply with all municipality rules related to production and sale of their products. These rules include, but are not limited to, requirement standards governing labeling, packaging, display and weight including scale certification with the Oregon Dept of Agriculture Measurement Standards. Failure to conform to such rules and regulations may be grounds for removal from the Market. Membership fee will not be returned to the vendor.
- **Copies of licenses, permits and certifications must be included with Vendor Application.**
- The Vendor is responsible for maintaining up to date licenses and/or permits.

By signing below, the vendor is committing to the full season (June-August). Exceptions must be approved by the Director.

Please submit the application along with the signed Vendor Contract and copies of required licenses and permits.

AGGREED TO BY _____

DATE _____

If you have any questions please contact the Chamber Director at 541-336-3183.