

Market Guidelines

Definition of Local:

As determined by Aiken Downtown Development, local is defined as any food, craft, or other item grown or made within 60 miles of the CSRA.

Other food items may be subject to approval (such as seafood or coffee) when such items do not grow immediately in our area but where there is a direct, local, and sustainable relationship to that product.

**Exceptions to be made for Aiken Downtown Development Association member businesses located in the Downtown district.*

Market Participants:

The Thursday Market in The Alley will be coordinated by ADDA and The City of Aiken Tourism Department.

- A. Farm Vendors**—The Thursday Market in The Alley is a producer-only market. By selling at the market the vendor assures that he/she is the primary grower of the items being sold, or is directly representing a grower as a friend or fellow farmer. NO wholesale brokers are allowed. No co-ops are allowed. No fundraising, political promotion, or solicitation is allowed.

Farm Vendors cannot legally sell any food products which are produced off-site which have not been labeled, processed, and prepared in compliance with the South Carolina Food and Cosmetic Act or other appropriate regulations. Farm Vendors may contact the South Carolina Department of agriculture/Food and Cosmetic Section at (803) 737-9690 with any questions.

Farm Vendors are expected to carry their own insurance to cover liability of their products as individual businesses.

- B. Artisan Vendors**—The Thursday Market in The Alley strives to provide a venue for locally-made handcrafts that are well conceived, expertly executed, and handmade by the artisan.

ADDA and The City of Aiken Tourism Department reserve the right to not accept an artisan's application if another artisan who sells the same item is already participating or competes with an Aiken Downtown Development Association member business.

- C. Aiken Downtown Development Association Member Businesses**— Aiken Downtown Development Association member businesses that are located in the Downtown district will be allowed to participate and are not required to follow the rule regarding products being made within 60 miles of the CSRA.

Space Allocation:

Vendors will be pre-assigned spaces at the time of their application approval. Spaces are approximately 12x12. Special effort will be made to keep vendor locations consistent; however, the market managers reserve the right to re-assign spaces if necessary.

Set Up:

- Set up times will be organized and assigned to each participant individually.
- Vehicles will not be allowed at the vendor sites or in the market place after 5:30 pm.

Clean Up:

- Clean up begins promptly at 8 pm.

- Vendors are expected to have cleaned up and vacated the area no later than 9 pm.

No vehicles will be allowed in the market place between 5pm-8pm. If a vendor sells out, they should display a “sold out” sign until clean up time; tents and tables must remain in place until 8 pm.

Vendors are expected to keep their sites clean during the Thursday Market in The Alley, to provide a garbage receptacle if your sold items generate waste, and to “leave no trace” after the market.

Parking for Vendors:

Vendors may park anywhere outside the market place. Vendors may NOT park in the “Small Alley” that runs from Park Avenue to The Alley (behind the Aiken Brewing Company) or Bee Lane.

Display:

Vendors are responsible for bringing their own chairs, tents, and anything else they need to run their business. Tables will be provided. Tents must be properly secured.

Vendor Fees:

- \$40.00 one time, non-refundable fee. This covers a \$10 fee per week.
- There is no weekly option available.
- Checks should be made out to **The City of Aiken.**

Sales Tax:

Vendors are required to manage their own sales tax responsibilities.

Refunds and Credits:

Refunds will NOT be issued for any reason, including but not limited to: no-shows, inclement weather, etc.

Entertainers:

Amp The Alley will coordinate music for The Thursday Market in The Alley and will strive to highlight local musicians and live music as entertainment. Musicians will perform for the entire time of the event.

Compliments, Complaints, and Concerns:

This is a direct vendor-to-customer market. Therefore, all compliments, complaints, and concerns should be brought to the attention of a market manager immediately or email adda_asst@atlanticbbn.net.