



Magnolia Center Marketplace Rules & Regulations

**Location: Sunnyside Dr.
Between Magnolia Ave. & De Anza Ave.
Open every 1st and 3rd Saturday
4:00pm to 9:00pm
951.342.3044**

contact@magnoliacentermarketplace.com
www.MagnoliaCenterMarketplace.com

The purpose of Market Night is to promote business in the Magnolia Center area. This event is designed to:

- **Create a positive image for Magnolia Center, Riverside**
- **Expose community members and visitors to the merchandise and services offered by local small businesses in the area**
- **Promote the area as the center of retail, social, and civic activity**
- **Provide local artisans and small businesses with a place to showcase their goods**
- **Enhance the community as a whole**

It is the goal to provide a wholesome, fun family atmosphere. The activities should appeal to all ages, and provide a product/service mix that reaches all aspects of the marketplace.

1. Applications must be typewritten or printed and signed or submitted via the website or the application will not be accepted. The Indemnification page must be complete, with the signature of the responsible party. The signature acknowledges the applicant or individual's liability for damages. Any and all participants that are represented by employees or family members are responsible for understanding and interpretation of these rules and regulations to their employees and/or family members. Since the employee or family member represents you, the participant, you are liable and responsible for their actions. **Ignorance of the law, rule or regulation is not a permissible excuse. It is your responsibility to know and abide by all laws, rules & regulations.**

2. All participants must comply with all City, County and State laws. It is required that each food vendor provide us their liability insurance, with Certificate of Insurance and Endorsement issued to the City of Riverside.

3. The market manager reserves the right to accept new vendors and/or commodities into the market based on availability of space and type of commodity. This includes the possibility of duplicating similar commodities/items in the market.

4. All items in the Artisan section must be hand crafted and / or approved by the market manager. Each participant is unique and carefully selected. Please respect this and **do not copy** items that already exist in the market. New items and / or a change of venue may only be done so with market manager prior approval and completion of a new application for market participation.

5. All spaces are assigned by the market manager. Participants are normally allowed to keep the same space, however the market manager reserves the right to reassign spaces as deemed necessary. Please be prepared to off load, vehicles are not allowed in the seller's space. Maximum space per vendor is 20 feet. Please do not drive over the barricades, cones or signs.

6. Space fee is \$50.00 per night for food vendors and \$40.00 per night for all other vendor categories and must be paid at least 72 hours prior to attendance. You may pay with cash, check, debit or credit at Made. 6520 Magnolia Ave. Riverside Ca 92506 or online at MagnoliaCenterMarketplace.com. There are NO REFUNDS, however, we are happy to forward

your payment to another date if notified 48 hours prior to a cancellation.

7. **CANCELLATIONS and NO SHOWS:**

The acceptable methods to cancel are:

- Email: Contact@MagnoliaCenterMarketplace.com
- Call or text: **951.342.3044**
- **MCM will not accept any other method of cancellation (ie- facebook, instagram, etc)**

24 hours notice must be given to have payment forwarded to another date, if you do not cancel at least 24 hours in advance of scheduled attendance, you will lose the space fee.

Participants with 2 consecutive 'no shows' will lose their space in the market. Vendors with excessive cancellations risk losing their assigned space and/or may be replaced.

8. This event is weather permitting but it is mandatory for participants to remove all tarps in extreme gusty, windy weather.

NEVER USE WEIGHTS OR BUNGEE CORDS TO SECURE A TARP! Sand bags & nylon straps only. The market will be canceled if by noon on the event date there is a 50% or greater chance of rain between 2pm and 10pm and/or if there are forecasted winds greater than 25 MPH. The market may also be canceled due to extreme heat over 110 degrees during these hours. We will notify you of cancellation on Instagram, Facebook and on the website by noon of the day of cancellation. In case of cancellation, vendor fees will be forwarded to the markets next date.

9. Participants shall arrive at least 40 minutes before the market opens and be ready to sell when the market opens. Vehicles are not to be driven through the market during business hours. Early and late set-up shall obtain approval from the market manager. Off load before 3:45pm. All participants are expected to remain open for business until 9:00pm. Packing up starts at 9:00pm.

10. Each participant is responsible for his or her own space. At the end of each market day, all spaces must be cleared, swept and cleaned thoroughly. Spaces left dirty will be charged a \$25.00 cleaning fee due and payable before returning to sell at the market.

11. Tables are required. All tables must be covered with a tablecloth.

12. The market manager is authorized and reserves the right to have inferior & not properly labeled products pulled from display.

13. Prices must be clearly posted.

14. Participants shall not sell merchandise of adult nature, alcohol or drug paraphernalia, nor may any merchandise be sold that may imply, suggest or support this type activity.

15. Disruption of the market's peace and harmony is forbidden. Participants found to be disruptive (whether it be verbal or physical), discourteous, yelling or shouting, inebriated or any act of violence will be asked to leave by the market manager or a Police Officer if necessary. Re-admission to participate in the market will be at the market manager's discretion. Consumption of alcoholic beverages is forbidden on market premises, except inside the beer garden. With the exception of emergencies and safety issues, please wait until after 4:00pm to address any issues or questions with the onsite market manager.

16. Participants shall be responsible for the behavior of their children. For safety reasons, all children under 13 years of age must be confined to the participant's space or have parental supervision while browsing the market. Please leave all bikes, scooters, skateboards, etc. at home.

17. The market manager reserves the right to ask any participant at any given time, for any reason to leave the event.

Participation in this market is a privilege and mistreatment of management/staff is cause for immediate dismissal.

18. Magnolia Center Marketplace is a non-smoking market. All smokers **must leave the market premises** to smoke.

19. This is a night market. To supplement light inside your booth, please bring a battery powered light or lantern, string lights or quiet generator, solar generator or back up battery. Lighting is **HIGHLY RECOMMENDED**.

20. There will be no market on major holidays, i.e. 4th of July.

Magnolia Center Marketplace does not in any way guarantee selling or customer buying performance.

Anyone found to be in violation of Magnolia Center Marketplace Rules & Regulations is at risk of suspension from participation or expulsion at Market Manager's discretion.

MCM has no 'warning' procedure. Any market manager or assistant manager can remove a participant for violations of Rules & Regulations.

Indemnification-

Made.Shop, Inc.; Habitat for Humanity, and Magnolia Center Marketplace management are not responsible for theft or damage to property belonging to persons participating in a Magnolia Center Marketplace event. It is agreed to defend, indemnify and hold harmless Made.Shop, Inc.; Habitat for Humanity, and Magnolia Center Marketplace, as well as their agents, employees, assigns from and against all injuries, whether personal or real, claims damages, losses, judgments, liabilities, expenses and other costs including litigation and attorney's fees arising out of or resulting from or in connection with my participation in this event.

I hereby state that I have read, understand and agree to follow all rules and procedures outlined in the Magnolia Center Marketplace Agreement. I also understand that failure to conform to Market rules may result in the privilege of my participation in this event being revoked. I have read and agree to the Indemnification.

Signed _____ Date _____

Print Name _____ DBA _____

Phone # _____ Email _____

Market Manager _____ Date _____