

Market Guidelines

Definition of Local:

As determined by the City of Aiken, 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 Parks, Recreation and Tourism Department.

- A. Aiken County Farmers Market 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.

ACFM 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.

*If you are a farmer or 100% grower/producer interested in becoming a vendor at the Aiken County Farmers Market, please call (803) 293-2214 or email farmersmarket@cityofaikensc.gov.

- 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 Parks, Recreation and 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 a space at the time of their application approval. If you are interested in more than one space, please check the appropriate box on the application. Once all applications have been reviewed, additional space may be available. Spaces are approximately 10x10 and all items must fit

under your tent. An effort will be made to keep vendor locations consistent; however, the event coordinators 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 Alley after 5:30 pm.
- City staff will be available to assist with unloading and tent setup

Clean Up:

- Clean up begins at 8 pm for those not staying for the duration of Amp The Alley and 9:30 pm for those staying
- Vendors are expected to have cleaned up and vacated the area no later than 10 pm.

No vehicles will be allowed in the “Small Alley” that runs from Park Avenue to The Alley (behind the Aiken Brewing Company) or Bee Lane during the event. If a vendor sells out, they should display a “sold out” sign until clean up time; tents and tables must remain in place until time selected on application.

Vendors are expected to keep their area 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 Alley. 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, tables**, and anything else they need to run their business. Tents must be properly secured.

Vendor Fees:

- \$50.00 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.**

Refunds and Credits:

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

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 an event coordinator immediately by emailing farmersmarket@cityofaikensc.gov.

Amp The Alley:

Amp The Alley takes place each Thursday evening from 6:30 pm – 9:30 pm. Vendors have the option to stay for the duration of the event. However, you must commit to the same time each week. For example, you cannot leave at 8 pm one week and 9:30 pm the next or vice versa. City of Aiken staff will be available until 8 pm. At that time, vendors will be setup at their own risk. In case of emergency, please call Mary Rosbach, Tourism Supervisor, at (803) 514-4466.

Inclement Weather:

In case of inclement weather, vendors will be notified as far in advance as possible if the event is canceled for that week. As stated above, there will be no refunds.