

Bethany UMC Market Market Rules



Please read carefully. If there are any questions, please get in touch with us at bethanymarketji@gmail.com. Once you've read these rules, please complete the vendor or food truck application.

General Information

- The Bethany Market is held on the property of Bethany United Methodist Church at 1853 Maybank Highway, James Island, SC, 29412.
- The Bethany Market typically operates on the fourth Saturday of the designated months - Rain or Shine. A Holiday Market may also be held.
 - **Weather.** The market will operate rain or shine. If a cancellation is possible, we will try to send out a notice on Friday evening, but, depending on the weather, we may not make the final decision to cancel until Saturday morning. Please check your email/social media feeds for info. If you choose not to attend a rainy market, please let us know as soon as possible.
- Vendor fees are \$20 per market event for small spaces (approx. 12' x 12') or \$25 per market event for larger space (size TBD as needed). Fees for food trucks are \$35 per market event. Payment is required prior to setting up the day of the Market. Payment can be made via Venmo **@BethanyMarketJI** or by check (made out to Bethany UMC). If paying by check, it can be mailed to Bethany Market, 1853 Maybank Highway, James Island, SC, 29412.
- Applications can be emailed to bethanymarketji@gmail.com or mailed to Bethany Market, 1853 Maybank Highway, James Island, SC, 29412.
- Vendors must complete an application and submit all necessary documents prior to attending a market. Applications must be approved.
- **Opening Time: 10:00 AM.** All vehicles in the market area should be parked in the assigned space by **9:30 AM**. If you're running late, please contact the us at bethanymarketji@gmail.com.
- **Closing Time: 2:00 PM.** For the safety of customers and vendors, no vehicles will be allowed in the market area until *after* the market has closed. If there is an emergency, please work with the market manager. Tents (or Tables) must remain up until 2:00 PM.
- **Unscheduled Absences.** If you are unable to attend a scheduled market event, please let us know as soon as you know.

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- Vendors should dress and act appropriately for doing business in a family friendly environment.
- Aggressive sales (such as yelling at people or hawking) are prohibited. Absolutely no rude or aggressive behavior will be tolerated from anyone, vendors or customers.

Market rules

- No smoking.
- No alcohol.
- No illegal drugs.
- No firearms.
- Service animals are welcome.
- Pets ARE allowed on property but must be leashed, under control, and cleaned up after properly.

Vendor Spaces

- Vendors are provided an empty booth space and nothing more. Vendors are responsible for bringing whatever is needed to do business correctly and legally, including, but not limited to tables, chairs, tents, weights, inspected scales, signage, change, etc.
- Special requirements should be addressed on the application form and will be handled on a case-by-case basis.
- Vendors must maintain a clean and orderly area. You will need to monitor your area and clean your space before you leave.
- Umbrellas, shade tops, tents etc. may only be used if anchored and/or weighted in such a manner to prevent blowing around in a strong wind. We recommend weights since most if not all vendor spots are within the parking lot (hard surface) so stakes will not work. All covers should be secured at every market. You will be responsible for any damages caused by your tent if it is not secured. Use of tents/covers are not required.
- There will be no resale of commercially made items, or items made by other people (except by specific permission).
- Food Trucks/Mobile food vendors. **Must have documentation of compliance with DHEC/SCDA regulations** and are responsible for all insurance, equipment, and materials required to operate correctly and legally.

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Important Requirements

➤ **Required Licenses**

- County of Charleston Business License.
- SC Dept. of Revenue Retail License from SC Department of Revenue Office. Go to <https://dor.sc.gov/tax/registration> and follow the steps.

➤ **Insurance**

- Vendors are responsible for their own personal, general, and product liability insurance.
 - Bethany UMC shall be reimbursed for any damage to property by any of the Market participants. This includes damage to sidewalks, grounds, vehicles, fencing and any other property owned by or provided by Bethany UMC.
- All Vendors using a burner or heating device agree to have a working fire extinguisher at their designated space.
- Only legal scales with state permit stickers are allowed to calculate sales by weight. Vendors without legal scales must sell by the piece or per quantity. If you wish to sell produce by weight, but do not have a legal scale, consider weighing and packaging items at home, but sell 'by the bag' or 'by the package'.
- Vendors selling Cottage Law approved products prepared in a non-regulated, noninspected kitchen must have paperwork showing you have registered with SCDA. Only certain items are eligible for this option. DO NOT assume that your product is covered by this exemption. Contact SCDHEC if you have any questions.
- Vendors selling items produced in a regulated kitchen must have their license at every Market. All food items (except produce and eligible baked goods) must be prepared in a licensed kitchen. This includes, but is not limited to: salsa, jellies, sandwiches, enchiladas, etc.
- If you are selling canned goods, you must have your approved HACCP.
- The Bethany Market or it's market managers/representatives, shall not be held responsible for any loss through theft, damage, or otherwise, of products or any private property while at the Bethany UMC Market.
- It is the vendor's responsibility to keep all necessary licenses, documentation, proofs and permits updated and on hand at the market each week. Further, it is the vendor's

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responsibility to correctly and safely operate their business and maintain their area. Bethany UMC Market or its market managers/representatives are not responsible for a vendor's lack of coverage or documentation, and are not liable for any damages, injuries, issues or penalties that arise from vendor's products or booth set up.

- Bethany Market reserves the right to update and change these Market Rules as deemed necessary.