

## TENT GUIDELINES

The Sunday Artisan Market welcomes vendors to use pop-up tents to provide shade and to help make the market look festive.

### Guidelines for Tent Usage

1. Not all booth spaces can accommodate tents.
2. A vendor wishing to put up a tent must have approval from the market manager.
3. Tent Sizes
  - A. For a single booth space, a tent may not exceed 8 feet by 10 feet. Spaces are not quite 8 feet wide, so the neighboring vendor must approve if a tent leg extends a few inches into the neighboring vendor's space.
  - B. For a double booth space, a tent may not exceed 10 feet by 12 feet.
4. Tents must be flame-retardant. Commercial pop-up tents such as EZup or Caravan tents are flame-retardant. Tents must be adequately weighted or otherwise secured so as not to become a hazard in the wind. In very windy conditions, tents may not be used.
5. A safety inspection will be conducted by the market manager for approval. If a tent is viewed as hazardous, the vendor may be asked to remove the tent.
6. A vendor using his/her parking area for a tent must move his/her vehicle to the market's center lot or to other nearby lots or street parking spaces.
7. Tent Locations
  - A. Tents generally work in booth spaces on the east side of the main aisle, along Detroit Street. A tent extending into the sidewalk area along Detroit Street must allow for passage.
  - B. Tents generally work in many parking spaces, including the Kerrytown aisle and the office aisle. Most tent canopies are 10 feet wide, and a single parking space is not wide enough to accommodate a 10x10-foot tent. An 8x8-foot tent may work in a single parking space.
  - C. Tent use on the west side of the main aisle (adjacent to the parking lot) is limited.
  - D. Tent use in or near corner booth spaces is generally not possible, as these spaces are tight and oddly shaped.

### Questions?

- Call the market voice mail at **734-913-9622**
- Email **tsammanager@gmail.com**
- See the market manager on Sundays.