

VENDOR GUIDELINES FOR COVID-19

We know what a difficult time this is for everyone and we are fortunate to be able to go ahead with the Prairie Peddler Marketplace this year. We need everyone's help in complying with the guidelines from the health department over the course of the event. If you are not planning to attend contact us **before** September 15th so we can make necessary changes.

All vendors will check in at gate 1 upon arrival. We encourage vendors to set-up before Friday, September 25, when possible. Masks are required during set-up week.

1. ALL vendors and workers will have a temperature check at gate 1 before entering the event each day.
2. We will supply all vendors with a sign stating the maximum number of people allowed in their booth (depending on booth size). Vendors with 12 x 10 size booths need to set up their check-out stations outside their booths because of occupancy restrictions.
3. Everyone must wear a mask at all times while at the event except when eating. Food needs to be consumed in picnic areas. Vendors can eat in their booths while social distancing from the public.
4. Each booth must have hand sanitizer available to customers and we ask that vendors use it often throughout the day as well.
5. Vendors must have supplies to wipe down items and surfaces that customers have touched throughout the day.
6. Retail vendors are required to follow the COVID-19 checklist for Outdoor Retail Sales and Food vendors must follow the Restart Ohio Covid-19 rules for restaurants.
7. Retailers and food vendors must have plexiglass or plastic dividers between the salesperson and their customers much like those at retail establishments.
8. Food concessions shall comply with the standard restart Ohio Covid-19 rules for restaurants.
9. There is NO merchandise pick-up booth this year.
10. There are NO Vendor demonstrations this year.
11. Any food sampling must be approved by the Health Department whether you need a food license or not.
12. Our Safety Team will be inspecting booths and checking for compliance of Covid-19 guidelines.
13. Signs will be posted at each gate stating not to enter if you have symptoms of the Covid-19 virus. Symptoms will also be posted.
14. There will be NO sign-up sheets this year for future show information. Please go to shopthepeddler.com to sign up on the mailing list.

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15. There will be NO entertainment, hayrides, petting zoo, pony rides. Also, there will be NO face painting. We are limiting the event to individual shop sales and food booths.
16. Kidzone will have a booth this year and sell craft kits that can be taken home to be completed. There will be no hands-on craft activities this year in Kidzone.
17. Plexiglass has been installed at each ticket booth between the visitors and ticket sellers.
18. All benches will be 6 ft apart and staff will be wiping down benches throughout the day. Handwashing stations will be available at each restroom location and food areas.
19. There are 4 picnic areas close to food vendors. All tables will be spaced 6 ft. apart. Signs will be posted at each food vendor's booth as well as in the seating areas. Picnic tables cannot be shared with anyone from a different group. Food and drinks are to only be consumed within the designated seating areas. Each area will be staffed, and tables will be cleaned after each use.
20. The number of people in the show at any given time will be limited according to the Fire Marshall to allow for proper social distancing. If the capacity has been reached, guests will need to wait outside the gate, practicing social distancing until the number of people inside the show has decreased. Our safety team will use counters to keep track of how many people are in the event at one time.
21. There will be NO shuttles to the gates this year. There will be a drop-off area for those who need to utilize it.
22. There will be NO festival guide printed this year to be mailed or handed out at the gate. There will be a map posted online as well as available at the gates.
23. There will be hand sanitizer stations available throughout the event.
24. All portable toilets will be cleaned halfway through the day and cleaned at the end of each day.
25. Safety Team members will be on-site to monitor and ensure guests, retailers and staff follow protocols.

As we move forward, we will put any new changes to procedures on our website in the exhibitors page at www.shopthepeddler.com. We will continue to work with the County Public Health Department as changes occur.

Thank you for working with us to ensure the safety of all our staff, vendors & guests!

Sincerely,

Suzi & Mandie

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