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## Caesar Creek Flea Market

7763 State Route 73 West  
Wilmington, OH 45177  
(937) 382-1660

*Revised September 2014*

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### **FOOD CONCESSION RULES AND RATES**

The following rules and regulations are intended to benefit each food vendor at Caesar Creek Flea Market. Failure to comply with these rules may result in cancellation of vending privileges. Your cooperation is needed and will be appreciated in helping to make Caesar Creek Flea Market the finest Market in the Midwest.

**BUSINESS HOURS:** Saturday, Sunday, Memorial Day, Labor Day 9:00 AM – 5:00 PM  
(Open to the Public)

All food vendors should be ready to serve food by 10:00 AM at the latest and continue until at least 4:00 PM. Earlier starts for the breakfast crowd and later closings on busy days are left to the discretion of the operator. All food concessions are expected to open weather permitting.

**APPROVAL:** All food concessions must be approved in advance by Market management. In order to maintain a variety of foods being sold, menu changes must be approved in advance. Soft drink and water prices are set by the Market and must be closely adhered to by all food vendors. Hot dogs (all variations) and ice cream may only be sold by Market-owned stands.

**RATES:** Rental rates are based on a minimum payment vs. 25% of sales – whichever amount is greater. Minimums are determined by Market management and are based on product sold, type of operation, etc. Vendors are charged \$15.00 per week for each vehicle and/or storage shed stored on Market property. An additional \$15.00 per week storage fee is applied to food trailers only when they do not open for business for the whole weekend. Additional fees for electricity apply at a rate of \$15.00 per week for each appliance that runs all week (freezers, ice machines, etc.).

**PAYMENT:** Food vendors must come to the Market office between 4:00 PM and 4:30 PM Saturday and Sunday to pay their bill for that day. Vendors should have final sales figures with them along with supporting documentation (cash register "Z" reading). Any vendor found to be falsifying this information or accepting money that is not rung up on the cash register will be subject to a minimum \$100.00 fine per incident and/or be asked to leave the market.

**HEALTH DEPARTMENT LICENSES:** Vendors must contact the appropriate County Health Department and obtain permits to operate a food service. Failure to do so may result in a fine and/or being shut down by the Health Department and/or the Market. The Clinton County Health Department phone number is 937-382-7251. Additionally, the Market must receive a copy of all Health Department inspection reports.

**GLOVES:** Food handlers must wear gloves as required by law. These gloves must not come in contact with money or any other unsanitary item. For a complete list of Health Department guidelines please visit <http://co.clinton.oh.us/healthservices/healthdepartment/food-safety/>.

**INSURANCE:** All food vendors must have insurance with a minimum of \$1,000,000.00 liability coverage. Caesar Creek Flea Market must be named on the policy as a co-insured and certificate holder. A copy of the declarations page of the policy must be on file at the Market office.

**SIGNAGE:** All signage must be acceptable in appearance. All signage should be professionally made (no handwritten signs), neat in appearance and tasteful in content. Any signs found to be unacceptable must be removed. The Market logo may only be used with the permission of management.

**CLEANLINESS:** All food vendors must maintain clean and sanitary conditions at all times both inside and outside their trailers and are subject to inspection by management at any time. All employees must be neat and clean in appearance and must conform to all Health Department guidelines. Cleanliness or appearance issues brought to the attention of the vendor must be dealt with swiftly. Keep your area swept clean at all times. Any food prep that is done outside the trailer must be contained. Do not allow raw or cooked food to fall onto the blacktop including onion peels and potatoes. Use trash cans and/or mats to control the droppings. Ensure that all food is served in containers large enough to handle the portions without spillage. A wash station is provided at the Market between Aisles 3 and 4 for the cleaning of all equipment and utensils. All vendors that utilize the wash station must clean up after themselves. A trash can is provided to scrape pots and pans into before washing. Do not allow pot scrapings to go down the drains. Grease and cooking oil must be disposed of in the GREASE ONLY dumpster located near the food court. Do not place grease in any other dumpster or pour grease down any drain. All waste water generated by your set up must be collected in a portable catch basin and emptied into the sink at the wash station. Do not dump or drain waste water or food into the storm sewers or drainage ditches. Make sure all water hose connections are tight and sealed so that water does not run into other vendor set ups. Do not hose down your space on Friday or Saturday as the run-off could flow into customer or vending areas. You are responsible for any damage your actions cause.

**TRASH:** Each food vendor is responsible for the cooking waste that is generated by their operation. Each vendor must ensure they have an adequate number of trashcans to handle the load and are responsible for emptying these cans into the dumpsters provided throughout the Market. The Market may provide additional cans upon request.

**FOOD QUALITY:** Serving excellent food is of utmost importance and should be everyone's goal. We feel that offering the best food possible results in increased revenue for us all and will enhance the reputation of the Market thus bringing even more customers and revenue. Food quality is monitored frequently by Market management and any recommended changes must be made promptly.

**CUSTOMER ISSUES:** Every effort should be made by vendors to accommodate customer complaints. In those rare instances where accommodation cannot be made, feel free to ask Market management to mediate. Conversely, from time to time customers may ask us to help with an issue they feel needs mediation. In these instances we will make every attempt to see both sides of the issue and will recommend a solution. Keep in mind that our philosophy is that a satisfied customer is one that is likely to return.

**CASH REGISTERS:** 1) ALL sales must be recorded on a cash register. The Royal model 710 available from Sam's Club or its equivalent is required. The cash register must contain the following features: a price display window that faces the customer, the ability to do sequentially numbered "Z" readings, track "no sales", track "voids", and be programmed to do one touch ring up of each item that you sell.

2) The cash register must be positioned so that the customer can easily see the price display.

3) A sign must be installed directly below the price display that reads "If you are asked to pay a different amount, please inform the Market office." The Market will supply these signs and it will be up to you to request a replacement if one blows away or gets damaged.

4) Any food vendor accepting money and not recording the sale on the cash register, operating with the drawer left open, or attempting to manipulate the sales figures in any way will be subject to a minimum fine of \$100.00 per incident and could be expelled from the market.

5) Each day, between 4:00 pm and 4:30 pm, a "Z" reading is printed and brought to the Market office for payment. The office will track the "Z" reading transaction numbers to ensure that additional "Z" readings have not been made since the last payment. Any sales made in the evening after the "Z" reading should show up on the next business day's sales figures.

**TERMS:** I understand and agree that permission to operate my food concession business at Caesar Creek Flea Market is granted by the Market on a week-to-week basis and the relationship may be discontinued at any time by either party for any reason.

**SUGGESTION LINE:** In order to serve you better, Caesar Creek Flea Market has established a 24 hour "electronic suggestion box". Using the email address below, you can submit ideas, suggestions, and comments directly to upper management whenever it is convenient. You will receive a reply acknowledging receipt of your submission. We look forward to hearing from you.

[suggestion@caesarcreekmarkets.com](mailto:suggestion@caesarcreekmarkets.com)

The most important thing we will do on any given day is to serve you.  
You are our greatest resource.

I have read, understand, and agree to all provisions of the foregoing FOOD CONCESSION RULES AND RATES and to any and all revisions to such as they occur. I understand that failure to observe the rules of the Market could result in a fine being assessed and/or expulsion from the Market.

Print Name \_\_\_\_\_ Business Name \_\_\_\_\_

Dealer Signature \_\_\_\_\_ Date \_\_\_\_\_