2020 TENT REQUIREMENTS, SET-UP STANDARDS, & TIPS
+ BAD WEATHER MARKETS

We are a rain or shine market. Wind is a factor at the SWEFM, and in order to prevent injury or damage, we need all vendors to be 100% compliant and prepared when it comes to safe tent set-up and take down procedures. Please review the following Tent Set-Up Standards and Emergency Take-Down standards for the SWEFM and contact the Market Manager as soon as possible if you have any questions. We will be checking in with all vendors every week to ensure that all the standards are met, and if they are not, you will be asked to take your tent down.

BAD WEATHER: We do not take cancelling the market lightly, only doing so when vendor, staff, and guest safety becomes compromised. Proper set-up means that we have the option of “bunkering down” for a short while and reopening if the storm is forecasted to quickly pass. Once the market is called off, however, you must IMMEDIATELY stop selling to customers as it is a hazard to have guests continue to shop in the market during an emergency take down. Due to high winds and dangerous conditions, we may occasionally need to make the call to cancel the market.

TENT SET-UP STANDARD (FOR EVERY MARKET)

• Do not pop your tents until you have your weights unloaded & ready to be placed on the tent immediately after popping it. Never leave your tent unattended without weights on it & be sure to always have a hold on it.

• We require at least 20lbs of weight on EACH tent leg. We highly recommend more weight for the 2020 season, as we will not be forming long, solid lines this year due to social distancing measures we must take. Weights are much more effective if they are bungeed or ratchetted to the top of your tent, OR if you can place them on the foot of the legs AND attach them to the top trusses (see photo C in Appendix)

If the metal weights you have are only 20lbs, an economical option to add more weight is to bungee sandbags – usually weighing from 40-50lbs/bag - from Home Depot or another hardware store to the feet/legs.

• NO STRINGS ATTACHED: String, twine, or shoelaces are NOT appropriate materials to affix weights, exterior signs, or to tie together tents. Use bungee cords or ratchet straps which are stronger and easier to take down under pressure. Remember that vendors are required to bring their own bungees and ratchet straps to market.

• If you have multiple tents, bungee the legs together at the front and back

• TETHERING TO VEHICLES: All vendors will have parking behind their stalls this season. You must use ratchet straps or bungee cords to tightly secure your tents to the vehicle.

• Bring a variety of bungee cords & ratchet straps so that you are always prepared
BAD WEATHER MARKETS

The SWEFM Staff uses Environment Canada and The Weather Network’s Information to keep apprised of what is going on with the weather on market days. If the winds are getting quite high (40-50km/hour) you will be offered the chance to sell from your vehicle/set up a table without having to set up your tent.

If there is a Severe Thunderstorm WATCH, the Market Manager will send an email to vendors AND post a notice on the SWEFM Facebook page to advise vendors that there is a watch, to be careful about set-up, ensure that they have weights, limit glass, and be prepared to take down quickly if necessary. It will be the vendor’s responsibility to check either their emails or the SWEFM Facebook Page on market day for updates.

If there is a Severe Thunderstorm WARNING before the market starts, the Market Manager will postpone set-up until after the warning has ended and will post on the SWEFM Facebook page that this is the case. The market will not open until after the warning is lifted. It will be the vendor’s responsibility to check either their emails or the SWEFM Facebook Page on market day for updates.

If a Severe Thunderstorm WARNING is put into place during the market and it appears that the SWEFM would be impacted (determined via radar), the market will be cancelled, guests will have to leave, and vendors will have to quickly take down according to SWEFM guidelines. The market will not be reopened.

SAFETY:

- **GLASS:** If you have glass items, do not fully set-up your glass products on days when wind is in the forecast. This makes it less likely for items to break and easier to take down quickly.

- **WAIT FOR THE CALL:** Before taking down your tent, wait for the official call from the Market Manager that the market is called off. Lower the top of your tent before removing the weights.

- **STOP SELLING IMMEDIATELY:** Please let customers know that the market is closed due to safety concerns and direct them to leave the market immediately (and to come back next week!).

- **REMOVE ALL BREAKABLES:** Quickly remove any glass objects or breakables from your display immediately.

- **HOLD DOWN THE TENTS:** If tents are lifting, have one staff member or a SWEFM volunteer hold down the tent while you quickly pack up all your belongings.

THANK YOU FOR YOUR COOPERATION AND UNDERSTANDING. We look forward to a summer of great, safe markets. We will continue to do our best to help you succeed at SWEFM this season. Hopefully it will be all sunshine, but it's best to be prepared!
APPENDIX:

Weight Examples:

A

B

C

D

E