



Galt Saturday Market

2026 Vendor Handbook

Rules and Regulations

Market Information

The Galt Saturday Market is open starting in March and ending in November and occurs every first Saturday of the month, 9am-2pm, with various fun and engaging themes. This market takes place on our 4th Street promenade, taking up about 3 blocks between D Street and B Street in our beautiful Downtown Galt. All markets are scheduled as below with the understanding that they may be cancelled, delayed, or closed due to inclement weather.

2026 Market Schedule:

March 7th

April 4th

May 2nd

June 6th

July 4th

August 1st

September 5th

October 3rd

November 7th



The Saturday Market Office:

City of Galt Parks and Recreation

610 Chabolla Avenue

Galt, CA 95632

Market Contacts:

Jackie Garcia

Deputy Director of Parks and Recreation

jgarcia@cityofgalt.org

Phone: (209)366-7115

Adeline Barth

Office Assistant II

abarth@cityofgalt.org

Phone: (209)366-7165



Application Process:

A formal application is required of all vendors who would like to attend the market and all applications will be reviewed and accepted by the market staff. Once acceptance of the application is complete the market staff will send the vendor a confirmation email regarding more information on the Saturday Market and a copy of the Market Rules and Regulations.

Application Acceptance Process:

Acceptance of applications is based upon a variety of factors including vendor category, vendor presence, space availability, overall market balance, etc.

Market staff reserve the right to deny any application that does not align with the Rules and Regulations of the Saturday Market.

If a vendor submits an application that contains similar products to a current vendor the market staff will evaluate and place the vendor on a waitlist. The vendor will be notified of being waitlisted along with when a space is available for them.

2026 Vendor Fees:

The vendor fees shown below correspond to a singular space. If the vendor wishes to use more than one space the request is required to be approved by the market staff upon receiving the application.

Artisan	Pre-packaged	Food	Produce	Informational	Antique
\$55	\$55	\$80	\$40	\$30	\$30

Vendors who would like to purchase more than one space will be required to pay for the additional space in full in addition to the original vendor fee.

Additional Booth/Tent Space Fee

Artisan	Pre-Packaged	Food	Produce	Informational	Antique
+ \$55	+\$55	+\$80	+\$40	+\$30	+\$30

Payment Process:

All fees and late fees help to ensure smooth transitions and continuous improvement of our Saturday Market.

- Vendors are expected to pay their pre-determined fee two weeks prior to the event date.
- Failure to pay two weeks in advance will result in a \$25 late fee added to original vendor fee.
- If the vendor does not pay in advance the market staff will collect payment the day of the market which includes that late fee of \$25.
- Refunds will not be issued due to a ‘no call, no show.’ A refund or credit may only be applied if the circumstance is applicable to ‘Vendor Cancellation Credits’ or when the market staff cancels a market due to weather or unforeseen circumstances.

Full Series Payment and Benefits:

If the vendor wishes to pay up front for the full 2026 Saturday Market Series – March through November, the vendor will get the opportunity to receive the following items.

- Once a month call out on social media, which includes posting of vendor product, Instagram handle tag, and story feature.
- Featured twice by story during each market day.
- Only if the vendor is an Artisan type, the vendor will get the 9th market booth fee waived from the payment
- Guaranteed booth space on the Promenade for all markets of the 2026 Saturday Market Series.
- Guaranteed booth space on the Promenade for the 4th of July Market and Holiday Market for 2026.

Attendance Policy:

Vendors are expected to attend all dates they sign up for if they are approved and confirmed by the market staff. The Deputy Director of Parks and Recreation reserves the right to remove any vendor if they do not follow this policy.

- Each vendor is subject to a probational period in which they will be observed for four months.
- Within these four months if the vendor is a ‘no call, no show’ for more than two consecutive markets they will be taken off of any further markets and notified of such action.
- If the vendor wishes to continue participating in the 2026 Saturday Market they will be required to pay any further markets a month in advance.

Cancellation Policy:

The Deputy Director of Parks and Recreation reserves the right to cancel the Saturday Market at any time. If a market is canceled, a refund or credit will be issued to the vendors who have paid. If a vendor is approved to participate, all dates confirmed on their application act as a binding contract. Failure to maintain attendance will result in the vendor’s future dates being withdrawn.

Vendor Cancellation Credits:

Vendors required to notify the market staff of all cancellations.

- Vendors who cancel with 14+ days notice will receive full credit.

- Vendors who cancel with less than 14 days notice will not receive a credit, regardless of circumstance.

Required Documentation:

All vendors are required to submit the following documents to secure their participation in the market. Without these documents the vendor will be put on the waitlist until they submit the correct documentation. Once submitted the vendor will receive a confirmation acknowledging approval of participation.

- All vendors must obtain a City of Galt Business License.
- Food vendors must obtain a Sacramento County Health Permit
- Pre-packaged food vendors must obtain a Cottage Permit

Failure to present a Sacramento County Health Permit the food vendor must fill out a temporary TFF Permit through the Saturday Market.

Weather Cancellation Policy:

The decision to cancel the market due to weather will be made no later than 36 hours before the market day, or earlier in the week if there is clear and sufficient evidence beyond reasonable doubt that heavy rain will occur during operation hours.

- Vendors will be notified immediately via email if there is a cancellation. Refunds or credits will be applied to each vendor account.

Towing

The market takes place on 4th Street, D Street, C Street, and B Street. Beginning at 5am on the market day, vehicle parking is not permitted on the street. Any vehicle that is left on the street after 5am, will be towed.

If a vehicle is in a vendor's booth, Galt PD and towing services will try their best efforts to get it towed by 7am. If a tow is not complete by the time the vendor arrives to set up in their space the Deputy Director of Parks and Recreation will connect with the vendor for the next best steps.

Booth Assignments and Vendor Point of Contact:

The market staff will pre-assign the vendor location and reserves the right to assign the vendor's booth at any time during the event. The vendor will receive one email from the market staff that includes the following information:

- Check in street
- Entry Points
- Check in and set up times
- Event time
- Event theme
- Unloading/loading zones
- Payment info.
- Space sizing
- Etc.



Vendor Check In and Check Out:

All vendors will receive an email regarding check in information the Wednesday before the market.

- Each vendor will receive their placement the day of the market.
- There will be a staff at each check in point to assist the vendors to their spaces.
- Check in will start at 7am unless the market staff reports an early check in for that specific market.
- All vendors must be fully set up by 8:45am.
- When checking in each vendor must drop off their items first then drive out the same way they drove in to park their vehicle in the designated vendor parking areas.
- Vehicles are not allowed to enter the market area after 8:45am.
- Late arriving vendors must park in the designated vendor parking areas and walk their items to their space after checking in with a market staff.
- Parking within the market is not permitted.
- All vendors must start clean up at 2pm or once the market has closed.

- Early leave is not permitted unless confirmed by the market manager prior to the start of the market.
- Vehicles may not enter the market grounds before 2pm.
- All vendors must clean up their spaces before leaving. This includes sweeping up debris and removing all trash to be dumped off-site.

Signage and A-Frames:

All signage must be family-friendly, no profanity or inappropriate language, highly visible, and forward-facing. All booths must display signage, including a sign with the business name.

Photography and Videography:

During Saturday Market hours, photography and videography will be conducted to capture the energy and offerings of the market. This content is used for social media and promotional efforts that help spread awareness, attract new shoppers, and support our continued efforts to enhance the market experience for vendors, customers, and the community.

