



COVID-19 Health and Safety Protocols – Art Vendor Program

Recently, the Mayor expanded the list of business allowed to operate in the City & County of San Francisco. One of the new category of business allowed is a “flea market.” Please see the expanded order and standing health and safety protocols. Chinese and Spanish translations are included through the links.

<https://sf.gov/news/sf-expands-stay-home-order-response-coronavirus-outbreak>

<https://sf.gov/stay-home-except-essential-needs>

In cooperation with the City Attorney, the San Francisco Arts Commission has confirmed that the Art Vendor Program may operate, utilizing a set of regulations provided by the City. Please see below for the list of requirements art vendors must follow in order to operate.

Required Regulations

Businesses that normally operated primarily outdoors before March 16, 2020 may operate under the Order as Outdoor Businesses. But they must comply with the following requirements. Any vendor who does not abide by these requirements may not continue to operate. Under this definition, each individual art vendor is considered a business, which means each art vendor is responsible for abiding by these regulations.

Payment

- Electronic payment is preferred. The online payment system accepts checks. Individuals who have previously mailed in checks are encouraged to take advantage of the online payment system. Staff will only be checking the office once a week for payments. No payments will be taken in person.

Proration

- The license fee for Fiscal Year 2021 is \$849. Quarters are \$212.25 each.
- License fees will be prorated based on date of payment and whether or not an artist was licensed during the program suspension.
- Artists will not be charged to work the end of Quarter 4 (June 24, 2020 through June 30, 2020). Any artist who was licensed until the end of Quarter 3 or Quarter 4 will automatically have their license activated in order to use the lottery system.
- Artists licensed until March 31, 2020 will have two weeks prorated off of their Quarter 1 license (July 1, 2020 through September 30, 2020). Their Quarter 1 fee is \$176.85.
- Artists licensed until June 30, 2020 do not have to pay for a Quarter 1 license and will have two weeks prorated off of their Quarter 2 license (October 1, 2020 through December 31, 2020). Their Quarter 2 fee is \$176.85.

Lottery

- The lottery is entirely virtual. The Wharf and Embarcadero lotteries for Friday, Saturday, and Sunday will be drawn using the online lottery system. Results will be dispersed Wednesdays at 5pm. The results for the June 26, 27, and 28 lotteries will be distributed Thursday, June 25 at 4pm.
- Before 9am on Friday, Saturday or Sunday, an artist with a higher number may bump another from a space. After 9am, the spaces are first come first served. There will be no shared map or sign-in sheet to cut down on contact between artists.

Spacing

- All vendors must be spaced at least 6 feet apart from one another. The Arts Commission has modified the Wharf and Embarcadero Plaza maps. Artists may not occupy spaces removed from the map. This ensures the required 6 feet of spacing between booths.
- All vendors are required to put a physical barrier (such as caution tape) between the public and the products they are selling. This barrier is to prohibit casual browsing and passers by from touching items for sale.

- Customers must ask the vendor for items, and then it is handed to the customer—no self-selection of items or touching of items that the customer does not purchase. If a customer touches an item and chooses not to complete the purchase, the art vendor must sanitize the item before placing it back on the display.
- Chalk demarcations on the ground to indicate where shoppers should stand behind others, while waiting to purchase items. Art vendors are responsible for making these marks for their booths. Chalk demarcations must be 6 feet apart.

Signage

- Art vendors are responsible for posting signage at their booth about the Public Health Order in multiple languages.
- The Arts Commission can provide some signs to vendors, more are available here: <https://sf.gov/outreach-toolkit-coronavirus-covid-19>

Sanitation

- Art vendors are required to wear gloves at all times.
- Art vendors are required to wear masks at all times.
- Art vendors are required to provide hand sanitizer and/or other sanitation for their booth, items, and potential customers.

Crowd Control

- Art Vendors must ensure the social distancing of their patrons. A market manager will be provided at Embarcadero Plaza on Saturday to help with crowds.

Any one art vendor who violates these regulations puts the entire program at risk. If individuals do not comply, the Arts Commission will suspend program operations.