

MIKKELI

City of Mikkeli

Market rules

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Content

1	Market sale locations.....	1
1.1	Market Sale Locations at the Mikkeli Market Square	1
1.1.1	Cafes.....	2
1.1.2	Handmade and household products sales spots	2
1.1.3	Muikkukontti	2
1.1.4	Mikkeli Market Square Stage.....	2
1.2	The sales locations of the markets in Anttola, Haukivuori, and Ristiina	3
2	Market trading hours, night sales, and night storage	3
2.1	Market trading hours	3
2.2	Night sales	3
2.3	Night storage.....	4
3	General rules, order, and safety.....	4
3.1	Duties and Rights of a Market Vendor and Market Operator.....	5
3.1.1	Market Vendor or Event Organizer.....	5
3.1.2	Market Operator	6
3.2	Sales carts, tables, other structures, and furniture	6
3.3	Vehicles	7
3.4	Gas, extinguishing equipment and electrical appliances	8
3.5	Serving and distribution at the market square, pedestrian street, and Maaherrankatu ...	9
4	Mikkeli Market Square markets.....	10
4.1	Monthly Markets.....	10
4.2	Maalismarket and Mikkomarket	10
5	Annual spots.....	10
5.1	Annual spots and contract period	10
5.2	Other rental conditions	11
5.3	Rent.....	12
5.4	Termination of Lease Agreement	13

Rules of Mikkeli city markets

These market rules apply to

- Mikkeli Market Square
- Anttola Market
- Haukivuori Market
- Ristiina Markets
- in applicable areas, temporary market areas or areas used as part of market events, like the pedestrian street and Maaherrankatu.

For simplicity, these areas are collectively referred to as markets in this document.

The rules apply to all temporary sales, demonstration, and other activities comparable to traditional market trade, as well as events held in these areas.

The operation of the markets is guided by market rules, fees, and maps, approved annually by the City Development Committee.

Renting a sales location and other uses of market areas are subject to charges, unless stated otherwise. Rental prices and other fees are recorded in the market fee schedule.

The Market Administrator refers to a City of Mikkeli official or other entity to whom the city has delegated tasks related to the management or supervision of the market.

The Market Supervisor refers to the entity selected through a tender process by the City of Mikkeli, who is responsible for the day-to-day operation of the markets. The rights, obligations, and tasks of the Market Supervisor are defined in the contract.

1 Market sale locations

1.1 Market Sale Locations at the Mikkeli Market Square

- Sales locations are provided in the market map.
- One sales location can include one or more squares.
- Sales locations may be provided differently from the market map, with a valid reason, and without causing significant inconvenience to the use of the market or the vendors. This allows for temporary or pop-up activities.
- Locations can also be provided from areas temporarily used for market trade or as part of market events, such as the pedestrian street and Maaherrankatu.
- If a sales location is rented for business requiring customer seats, the price of the sales location is adjusted proportionately to the pricing of cafe locations. (section 1.1.1)
- If parts of a vacant cafe location are rented for other activities, the regular square price is charged for the sales location.
- Minimal cafe product service is allowed at other locations besides cafes, alongside the main sales articles. Minimal is considered to be a service point with up to two tables and six customer seats.
- Sales locations are arranged in consideration of the whole, and vendors selling the same articles are placed in the same area whenever possible.
- Changing the main sales article during the contract period is allowed if the sales location can be placed in the designated area for that sales article. A written application must be submitted for this purpose.
- Sales locations for over three (3) months and annual locations (section 5) must be applied for from the Market Administrator, and a written lease agreement is prepared.
- Daily locations and 1-3 month locations are allotted by the Market Supervisor based on the order of applications and at the prices specified in the fee schedule.
- Monthly locations for the summer season are allocated annually starting from May 1, after the annual location assignments and in consideration of the whole. The monthly location may vary annually.
- Daily locations are paid at the time of allocation, and 1-3 month locations are paid monthly to the Market Supervisor. Card payment is the recommended method.
- Non-profit organizations and similar applicants engaging in non-commercial activities or free events may be provided locations free of charge.
- For the periods of March and October, monthly locations are not allocated for less than three (3) months.
- Wholesale sales and wholesale distribution of products to market vendors are free for one hour per day. After this, the daily fee specified in the market fee schedule is charged for the sales location.
- Activities containing political, religious, or other ideological elements are generally located elsewhere than the actual market area. In the areas covered by the Market Rules, such areas include the edge of the Maaherrankatu pedestrian path and the pedestrian street.

- The designated ice cream sales locations associated with the market area are tendered and rented separately by the Market Administrator.

1.1.1 Cafes

- There are four (4) designated spots for cafes or similar use on the market map of Mikkeli Market Square (K).
- The locations of cafes may be temporarily changed if there is a justified reason, and it does not cause significant inconvenience to the use of the square or to the sellers.
- The same entrepreneur may only have one (1) location belonging to this group.

1.1.2 Handmade and household products sales spots

- Handmade (OM) spots are for the sale of self-made or produced products.
 - There is no fee for the spots.
 - The width of the spot is one meter (1 m) and city-provided sales tables must be used.
 - The table is primarily intended for three (3) sellers, up to six (6) if needed.
 - The ends of the tables are reserved for seasonal sellers.
 - Spots cannot be reserved in advance, but they are filled on a first-come, first-served basis.
 - A spot cannot be reserved for another seller.
 - Tables cannot be moved without permission.
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- Household products sales spots (KO) are reserved like seasonal spots (section 5) and a fee is charged according to the market's tariff.
 - City-provided tables must be used at household products sales spots.
 - Only non-VAT liable sellers can operate at household products sales spots.

1.1.3 Muikkukontti

- The term "Muikkukontti" refers to a container located at Mikkeli Market Square, which is mainly rented for short-term use, week by week.
- If there are no other reservations or applicants for the desired time, the Muikkukontti can also be rented for a longer period or on a daily rate.
- The Muikkukontti is reserved from the market supervisor, who provides detailed instructions and collects fees.
- Reservations for the summer season (May 1st - August 31st) must be made by April 30th.
- Reservations for the Christmas season (December 1st - December 31st) must be made by October 31st.
- After the end of the reservation period, spots are allocated or, if necessary, drawn by lot, after which any available times can be inquired from the market supervisor.

1.1.4 Mikkeli Market Square Stage

- The stage is available for pop-up performances whenever it is empty.
- The stage can also be reserved for a desired time.

- The stage is reserved from the market supervisor, who provides detailed instructions and collects a fee for possible electricity usage.
- The use of the stage is free of charge.

1.2 The sales locations of the markets in Anttola, Haukivuori, and Ristiina

- In the reservation, use, and other activities of the markets in Anttola, Haukivuori, and Ristiina, the market rules must be followed.
- The free sales areas of the markets are defined in the market map of each area.
- Market trading in parks or other areas may only be carried out with the permission of the market administrator at special events.

2 Market trading hours, night sales, and night storage

2.1 Market trading hours

- During normal market hours, the market seller must commit to sales between at least 8am to 3pm, unless another time has been agreed with the market supervisor.
- Sales can also be conducted at other times.
- Around the clock sales are possible if the seller applies for a night sales permit (section 2.2).
- The start and end times of market trading on Mikkeli Market Square are not set except for market days:
 - Monthly markets 7am-3pm.
 - Maalismarket and Mikkomarket:
 - on the first day 7am-6pm
 - on the second day 7am-5pm
- The sales times of the pedestrian street and Maaherrankatu follow Mikkeli Market Square's sales times as part of market events, otherwise sales times are flexible.
- In Anttola, Haukivuori, and Ristiina markets, market trading is allowed from 7am to 5pm.

2.2 Night sales

- A night sales permit means that the market seller commits to continuing daily sales until at least 6 pm.
- Once the permit is obtained, the sales booth or vehicle does not need to be moved off the market at night.

- The permit does not entitle the storage of just the sales booth, device, or vehicle on the market after normal sales hours.
- The time of night sales must be notified to the market supervisor and a written notice must be submitted to the market administrator.
- After a warning for violating the permit conditions, the permit may be revoked.

2.3 Night storage

- The night storage permit applies to market sellers who do not commit to being at the sales location on all market days or continuing sales as per the night sales permit.
- Once the permit is obtained, the sales booth or vehicle does not need to be moved off the market for the period between Monday and Friday.
- If sales are not continued on Saturday and Sunday, the sales location must be cleared for the weekend.
- The time of night sales must be notified to the market supervisor and a written notice must be submitted to the market administrator.
- After a warning for violating the permit conditions, the permit may be revoked.

3 General rules, order, and safety

- Market vendors must follow regulations regarding cleanliness and tidiness and keep the areas they rent and their surroundings clean.
- Market vendors must act without endangering safety.
- Activities must be organized in a way that does not cause disturbances to traffic, other market vendors, or customers on the market.
- In sales locations on the pedestrian street or Maaherrankatu, care must be taken to ensure that pedestrian traffic is not obstructed.
- Goods must be delivered to sales locations on the pedestrian street by carrying them, motor vehicles are not allowed.
- When presenting speech, music, or other sound, amplifiers must not be used without the permission of the market supervisor.
- Market vendors or their staff are not allowed to appear intoxicated during sales hours.
- Market vendors must not undermine trust in market trading with their actions or otherwise damage the reputation of market trading.
- Cafes and other similar service providers must have trash bins that prevent wind or birds from spreading waste.
- Waste must not be stored outside market stalls, but must be sorted into waste bins on the market according to sorting instructions or taken to Metsäsairila.
- Pouring waste or wash water into rainwater drains is prohibited.

- Pouring of food waste and dirty water into the sink in the Muikkurakennus washing area is prohibited.
- Cooking oils must not be poured down the drain or put in mixed waste, they must be taken to bio-waste. Small amounts of grease must first be absorbed, for example, by paper towels or packed in biodegradable packaging. If large amounts of grease are produced, the cooking fats must be collected in separate containers and arrangements must be made for their emptying either with the chosen waste management company or with Finnish Vegetable Oil Recycling Ltd. Grease containers must be kept clean and protected from the weather, and stockpiling them at the sales point is not allowed.
- Water and sewage pipes connected to cafes must be removed at the end of the sales season, unless agreed otherwise.
- Access codes for electric locks must not be given to outsiders.
- Staying overnight at the market area is prohibited.
- Gambling at the market is prohibited.
- Market emergency exits must not be used for market sales activities, even temporarily. Emergency exits must be kept clear.
- Market vendors or event organizers are responsible for any damage caused deliberately or through negligence to the market or street surfaces, areas, structures, other market traders, and market customers and users at their own expense.
- Alcohol serving:
 - Mikkeli Market Square, Anttola market, and the harbor event areas have an advance-approved alcohol serving area permit from the Regional State Administrative Agency (AVI). In addition, market vendors must apply to the AVI for permission to serve alcohol and receive a positive decision. Summer cafe entrepreneurs can also apply for an alcohol serving permit.
 - Market vendors must present a plan on how customers will have access to adequate toilet facilities if required for the operation due to licensing issues. The use of sanitary facilities in the Muikkurakennus building must be agreed upon separately with the market manager.

3.1 Duties and Rights of a Market Vendor and Market Operator

3.1.1 Market Vendor or Event Organizer

- Commits to complying with requirements imposed by the Public Order Act, supervising authorities under the Health Care Act and Regulation, Food Act, Waste Act, market safety and emergency plan, and other regulations.
- Commits to following market rules.
- Commits to accepting any changes to regulations and provisions related to the market and market trading, as well as any measures related to traffic, street, utility, cleanliness, etc.
- Ensures that its ownership or decision-making relationships or activities are not subject to sanctions imposed by Finnish authorities, the EU, or the UN.

- Is responsible for taking care of any necessary permits for its operations.
- Must not provide false or misleading information about the quality or origin of products.
- Cannot demand that the market operator restrict activities in accordance with the market rules outside the rented area.
- The event organizer is responsible for the safety, cleanliness, and supervision of order in the area they have been allocated and its immediate vicinity. The police or market operator may set conditions regarding security personnel.
- The event organizer has the right to allow market sales in the area they have rented. In this case, the market rules must be followed to the extent applicable.

3.1.2 Market Operator

- Defines suitable activities for the market area.
- Can make changes to sales locations in the market area if there is a justified reason and it does not cause significant disruption to the use of the market or vendors.
- Can temporarily rent the market or part of it to another event organizer. The rented area is organized to minimize disruption to the use of the market or to other vendors who have rented a space. The market operator may, however, interrupt market activities for valid reasons. In this case:
 - sales agreements are not valid in the rented area, and market trading is not allowed.
 - the market operator is not obligated to provide alternative sales locations or compensate for potential loss of income.
 - rental fees for sales spaces are reimbursed for the duration of the interruption.
 - vendors with a valid night sales permit have the right to their sales location during the event, if the nature of the event allows for it.
- Authorities have the right to suspend market activities, for example due to a national parade or another event organized by authorities, in which case sales agreements are not valid, and market trading is not allowed.
- The market operator, as well as authorities, have the right to restrict traffic and movement in the market area when necessary for public safety or order maintenance.
- The market operator, as well as authorities, have the right to suspend activities that violate market rules or safety regulations and remove equipment, structures, and products that do not comply with regulations.

3.2 Sales carts, tables, other structures, and furniture

- There are separate guidelines for the furniture and sales equipment used in the market square. The recipient of the sales site is obliged to familiarize themselves with the guidelines and adhere to them.
- Buildings or structures that require building permits cannot be placed in the square.

- The operator of the square has the right to intervene in matters related to the condition, appearance, and placement of furniture as necessary. Required changes must be implemented by the next operating season at the latest.
- The operations and furniture at the sales site, including advertising devices, must be placed inside the rented area, and sales supplies must be stored inside the market stall.
- Canopies and structures must be equipped in a way that prevents them from being moved or broken by the wind.
- The market seller's name and contact information must be clearly displayed at the sales site.
- The residual-current devices for electrical appliances used at the sales site must be functional.
- The construction and dismantling of the sales site must be completed within a week of the rental period beginning and ending. If construction and/or dismantling takes longer, it will extend the rental period.
- Separate permission must be obtained for furniture and advertising devices placed outside the sales site. Once permission is obtained, advertising devices may be placed in a maximum of two (2) locations, one (1) on Maaherrankatu and one (1) on Porrassalmenkatu. On Maaherrankatu, the locations are on the grassy areas at the entrance to the parking hall, and on Porrassalmenkatu on the grassy area. Advertising devices must be removed at night.
- No fixtures or devices that may damage the waterproofing or structures of the parking facility underneath the market square may be embedded in the Mikkeli Market Square's surface.
- The sales site must be cleared immediately, at the latest within an hour of the permit expiring. This does not apply to sellers who have obtained a night sale permit (section 2.2.) or those who have received permission from the square operator to keep furniture on the square for a longer period.
- The square operator may remove an unattended sales cart, table, vehicle, structure, or goods left on the sales area at the expense of the owner, holder, or the holder of the sales site.

3.3 Vehicles

- Driving and parking motor vehicles in the square are prohibited, except for authorized maintenance driving and driving and parking authorized by a traffic disability parking permit.
- Driving and parking motor vehicles on the pedestrian street are prohibited, except for authorized maintenance driving during the times indicated by traffic signs.
- A vehicle may only be present at the sales site when sales are taking place from the vehicle.
- Protection against oil and fluid leaks must be used under motor vehicles.

- The costs incurred from cleaning up oil leaks or similar damages will be charged to the party responsible for the damage.
- Temporary stopping of a market seller's or event organizer's vehicle on the square for unloading or loading is permitted only with a vehicle-specific permit. In this case, the vehicle must not block emergency exits or impede movement in the area or the activities of other sellers. After unloading or loading, the vehicle must be immediately moved from the square.
- Stopping a supplier's vehicle for unloading or loading is allowed with a clear notice of who the goods are being delivered to and when the vehicle arrived. After unloading or loading, the vehicle must be immediately moved from the square.
- Maintenance driving to the Mikkeli Market Square occurs from the vehicle access point on Raatihuoneenkatu, unless otherwise agreed.
- Unauthorized parking is subject to penalties according to parking enforcement laws.
- The square operator has the right to tow a vehicle parked without permission at the owner's or holder's expense.

3.4 Gas, extinguishing equipment and electrical appliances

- The use of liquefied gas in a sales location must be reported in advance. Such sellers are placed in locations deemed suitable for liquefied gas in consultation with the rescue authorities.
- Liquefied gas may be up to 22 kg per seller/sales location.
- Liquefied gas must not be used in adjacent sales locations, except for actual café spots.
- Cafés, vendors selling hot food, using open flames, and other vendors with fire hazards must have sufficient extinguishing equipment available, and their staff must know how to use them.
- Sales locations using open flames must be protected in a way that the fire cannot spread to clothing or structures even in high winds.
- Smoke must not cause inconvenience to others at the market.
- Cafés and other heavy electricity users must have their own electricity meters for billing, and their initial readings must be reported to the market administrator at the beginning of the season. The market supervisor will report consumption readings to the administrator at separately agreed times during the season.
- Charges for electricity use by vendors other than cafés and heavy users will be based on the market rate or estimated consumption.
- Electrical appliances may only be connected to the mains with cables approved for outdoor use.
- Wires running across walkways must be placed to avoid tripping hazards.
- Electricity must not be conducted outside the market area without permission.

3.5 Serving and distribution at the market square, pedestrian street, and Maaherrankatu

	During major markets time (Mikkomarket and Maalismarket)	During monthly markets time	On market days and during flea markets as well as during market café opening hours	Other times
Market square No distribution for free if the products are being sold at a paid market stall.	Free distribution allowed if the products are purchased from a company operating at the market.	Free distribution allowed if the products are purchased from a company operating at the market.	Free distribution allowed if the products are not currently being sold at a paid market stall.	Free distribution allowed if the products are not currently being sold at a paid market stall
Pedestrian street between Mikonkatu- Maaherrankatu	Free distribution allowed.	Free distribution allowed if the products are not being sold at a paid market stall.	Free distribution allowed.	Free distribution allowed
Pedestrian street between Maaherrankatu- Porrassalmenkatu	No distribution for free if the products are being sold at a paid market stall. Free distribution allowed if the products are purchased at the market or in the immediate vicinity of the market from a company.	No distribution for free if the products are being sold at a paid market stall. Free distribution allowed if the products are purchased at the market or in the immediate vicinity of the market from a company.	No distribution for free if the products are being sold at a paid market stall. Free distribution allowed if the products are purchased at the market or in the immediate vicinity of the market from a company.	Free distribution allowed
Maaherrankatu, pedestrian path between Hallituskatu- Raatihuoneenkatu	No distribution for free if the products are being sold at a paid market stall. Free distribution allowed if the products are purchased at the market or in the immediate vicinity of the market from a company.	No distribution for free if the products are being sold at a paid market stall. Free distribution allowed if the products are purchased at the market or in the immediate vicinity of the market from a company.	No distribution for free if the products are being sold at a paid market stall. Free distribution allowed if the products are purchased at the market or in the immediate vicinity of the market from a company.	Free distribution allowed
<ul style="list-style-type: none"> • Free distribution of candies, matches, and other small items is allowed. • Free distribution is allowed at the city's own events and occasions. • An exception permit for free distribution may be granted in case of a particularly strong reason. 				

4 Mikkel Market Square markets

- Regularly present sellers at the markets will be informed about the market in good time.
- The site fees are collected when the site is surrendered. The recommended payment method is by card.
- Annual traders must notify the market supervisor at the latest one day (1 day) before participating in the monthly markets and two (2) months before participating in the Maalismarket and Mikkomarket. Otherwise, the site may be reassigned.

4.1 Monthly Markets

- Mikkel Market Square monthly markets are held on the first weekday of each month except for March and October, when there are no monthly markets. Sales times are recorded in section 2.1.

4.2 Maalismarket and Mikkomarket

- In March, the Mikkel Market Square hosts a two-day Maalismarket on the Wednesday and Thursday of the week on which the 15th day of the month falls.
- In October, a two-day Mikkomarket is held at the Mikkel Market Square on the Tuesday and Wednesday of the week on which the 15th day of the month falls.
- Mikkel Market Square and any other sales areas are reserved for market use starting from 12 noon the day before the market, when sellers are allowed to begin setting up their sales stalls.
- Sales stalls and other structures may remain overnight.
- Night security is provided for Maalismarkets and Mikkomarkets for two nights.
- Sales stalls and other structures must be removed immediately, at the latest within three (3) hours after the end of the sales time.
- Regular sellers at the Maalismarket and Mikkomarket may be absent from one set of consecutive markets without losing their established right to their market spot.

5 Annual spots

5.1 Annual spots and contract period

- Annual spots are applied for from the market square administrator.
- If there are multiple applicants for the same sales spot, the spot will be allocated by the market square administrator.

- A written lease agreement is made and it starts as a fixed-term agreement.
- The lease period is one year or three years by agreement.
- The contract period starts on 1.5.
- At the beginning of the contract period and during the validity of the agreement, the currently valid terms approved by the city development board will be followed.
- Since the market seller with a valid contract for the specific spot has priority for the annual spot, the lease agreement for the annual spot continues as an indefinite period after the deadline unless the agreement is terminated by either party at least four (4) months before the end of the current contract period or if there is no other valid reason for termination according to the rules.
- A notice period of two (2) months applies to the termination of the indefinite period for the annual spot.
- Obtaining a sales spot may be denied to someone who has acted against the rules or who, or a family member belonging to the same household or a business partner participating in market sales, has outstanding payments to the City of Mikkeli, unless there is an approved and valid payment plan in place.
- If necessary, the market square administrator may make changes to the sales spots in the market area, if there is a justified reason, and it does not cause significant inconvenience to the use of the market or the sellers.

5.2 Other rental conditions

- A business or individual (with their family) may hold a maximum of three (3) sales spots on the same market square, with a maximum of one (1) being a café spot.
- There can only be one (1) holder for each sales spot.
- The sales spot or part of it cannot be transferred to a third party without the permission of the market square administrator.
- The transfer of the sales spot to a family member or heir of the market seller is acceptable, unless there is a specific reason for denial. The transfer request must be submitted in writing.
- In connection with the transfer of the entire business, the sales spot can also be transferred to the acquirer, provided that the recipient meets the conditions according to the market rules.
- If the market vendor does not arrive at the market during the summer season (1.6.-31.8.) and on market days by 8.00 am, or during the winter season by 9.00 am, the space may be given to another vendor as a day place at the market fee, unless another time has been agreed upon with the market supervisor.

- During the winter season, the market supervisor may compact the sales spaces closer to each other. The vendor moving to a new space must pay the fee according to the new space.
- The annual space holder may apply for exemption from the fee for the winter season from 1.11.-28./29.2 by 30.9 at the latest. Exemption is granted for a minimum of a calendar month.
- For market cafes, exemption is possible from 1.10.-31.3.
- Exemption requires the vacation of the sales space for the duration of the exemption.
- The vacated space may be given to the same vendor as a day place or to another vendor as a day or month place for the duration of the exemption without the annual space holder losing the right to continue at the sales space after the exemption ends.
- The vendor granted exemption does not have priority to have their own sales space at events during the exemption period.
- If the market vendor operates year-round and has applied for a night sales permit, in exceptional cases the market vendor may be granted permission to interrupt/close operations without having to vacate the sales space. The permission is granted for a maximum of one month. The permission does not entitle exemption from fees according to the tariff, or from other obligations related to managing the rented area. Interruption must be applied for at least one month before the desired start date.
- The market manager organizes a spring inspection annually on the rented area with the tenant.

5.3 Rent

- The monthly rent for annual spot is based on the current tariff approved by the city development board.
- The monthly rent is charged from the beginning of the calendar month, which means that rent is also charged for a partial month. It is possible to agree on a half-month payment if there is only occasional activity during a particular month.
- Other possible fees, such as night sales permit and electricity, are invoiced along with the rent.
- The water used for own operations is included in the rent.
- The annual spots are invoiced by the market administrator.
- Rent and other fees must be paid by the due date on the invoice.
- Late payment interest is determined according to the interest rate law. The collection of unpaid invoices has been transferred to a collection agency.
- Those who have obtained annual spot, except for annual pretzel selling spots, must pay a three (3) month rent deposit at the time of the first rent payment. The deposit is not charged if the annual fee is paid in one installment at the beginning of the lease agreement.

- At the end of the lease agreement, the rent deposit will be returned after the end of the guarantee period. The guarantee period is one (1) month from the end of the lease agreement.
- The market administrator may, if necessary, withhold the rent deposit for unpaid payments or to cover the consequences of other neglects.

5.4 Termination of Lease Agreement

- Lease agreements start as fixed-term leases, and they cannot be terminated during the lease period for reasons other than those specified in the market rules or according to the Land Lease Act. The lease relationship continues indefinitely after the end of the lease period.
- However, the market administrator may accept a termination notice provided by the seller if there is a special reason for termination. In such cases, the notice period is at least four (4) full calendar months following the notification of termination.
- In the case of termination of an indefinite annual sales location, a notice period of two (2) months is applied.
- If rent and other payments are repeatedly not made on time or if the market seller significantly violates other lease conditions listed in the market rules, the market administrator has the right to immediately terminate the agreement.
- The lease relationship or right to use the sales location can also be terminated due to actions contrary to the market rules or the Land Lease Act, and the cleaning or repair costs may be charged as necessary. Violations may also result in penalties according to the public order act.