

ROCKAWAY MARKET STREET @ BEACH 60TH 2022 HANDBOOK OF RULES & GUIDELINES

DETAILS

Name: Rockaway Market Street @ Beach 60th

Day/Dates: Saturdays; June 4th to October 22, 2022

Location: Beach 60th Street Public Plaza/Rockaway Freeway, Arverne,
New York 11692

Hours: 10:00 a.m. to 3:00 p.m.

Website: www.riserockaway.org

Phone: (718) 327-5919

E-mail: programs@riserockaway.org

Social Media: Facebook <https://www.facebook.com/RISEFarRockaway/>

Twitter <https://twitter.com/RISERockaway>

Instagram <https://www.instagram.com/riserockaway/>

Be social with us @riserockaway

APPLICATION PROCESS

- Interested vendor must submit a completed application online to be preapproved to sell at the market. Go to www.riserockaway.org, click on PROGRAMS, then on ALL PROGRAMS, and finally on ROCKAWAY MARKET STREET. Applicants will be notified within one week of the status of their application.
- Vendor must submit copies of insurance and any required permits to RISE prior to selling at the outdoor market.
- Vendor must be preapproved in order to sell at the outdoor market.

FEES

Daily Fee: \$40.00

Monthly Fee: \$150.00

Seasonal Fee: \$840.00 (21 farmers market days)

Extra Fee: \$20.00 for each additional vendor stall/space per farmers market day

PAYMENT OPTIONS

Payment can be made at www.riserockaway.org or by check (payable to RISE).

- Daily Fee: \$40.00 due to RISE at 9:00 a.m. of the market day.
- Monthly Fee: \$150.00 due to RISE on the first day of each month.
- Seasonal Fee: \$840.00 due at 9:00 a.m. on the first market day.
(Vendor will receive a 30% discount on \$840.00 fee, if paid in advance.)

INSURANCE

Vendor must provide proof of general and product liability insurance of \$1,000,000.00 and additionally insure and list the certificate holder as:

Rockaway Waterfront Alliance, Inc. dba RISE
58-03 Rockaway Beach Boulevard
Arverne, NY 11692

A copy of the insurance certificate must be given to RISE prior to selling at the market. It is best to have your insurance broker e-mail the certificate to: programs@riserockaway.org.

GENERAL RULES

- The market is restricted to vendors who produce or make the products they bring to market.
- Only a preapproved vendor is permitted to sell at the outdoor market.
- Absolutely no subletting of a seasonal vendor stall/space is permitted.

VENDOR STALL/SPACE SETUP & WRAP

- Vendor may arrive up to one hour prior to 10:00 a.m. to begin setup and to be ready to sell when the outdoor market opens.
- All vehicles must be removed from vendor stall/space by 9:30 a.m.
- No early breakdowns of vendor stall/space is allowed without prior written approval by RISE.
- Vendor must have one's stall/space dismantled, packed up, and cleaned within one hour of the 3:00 p.m. market closure.
- PETS: No pets are allowed at the vendor stall/space.
- SALES TAX: Vendor is responsible for the collection of one's own sales taxes.
- GRIEVANCES: Complaints concerning other vendors must be directed to RISE via e-mail or in writing within twenty-four hours of occurrence.
- INCLEMENT WEATHER POLICY: The outdoor market will operate rain or shine, unless a severe storm causes cancellation. If a market is canceled two hours or less after the 10:00 a.m. opening time, there will be no fee for the day.
- LIABILITY: Rockaway Waterfront Alliance, Inc. dba RISE will not be liable for any injuries, losses, or damages of any kind occurring at the farmers market. Vendors acknowledge full responsibility for their activities at the farmers market and for any of their employees. Vendors agree to hold harmless and indemnify the City of New York, Queens County, and the Rockaway Waterfront Alliance, Inc. dba RISE, its agents, successors, or assigns, for any liability, cost, damage, or expenses, which may arise from vendors' employees or agents.
- Noncompliance with the 2022 Handbook of Rules & Guidelines may result in the loss of market privileges.

PRODUCTS THAT MAY BE SOLD

- PRODUCE: harvested crops of vegetables, microgreens, mushrooms, orchard fruit, small fruit, vineyard, grain, sprouts. Produce offered for sale must be grown, harvested, and cared for post-harvest so as to ensure the freshest produce possible.

- **LIVESTOCK & LIVESTOCK PRODUCTS:** meat, dairy, poultry, eggs, wool and fleece. All dairy products must be kept cool. All meats must be kept refrigerated or frozen.
- **BEE PRODUCTS:** honey, candles, etc.
- **PRESERVES:** jams and jellies, hot sauces, pickles, chutneys and preserves, herb vinegars, grains produced by vendor.
- **FISH/SHELLFISH:** freshwater aquaculture and ocean fish/shellfish. Fish may not be cut at the market. All fish must be kept cooled on ice or in a refrigerated vehicle. (The vehicle will not be allowed to keep its engine running during farmers market hours to maintain the cooling unit.)
- **BAKED GOODS:** Must be handmade by the vendor. Baked goods must have a protective covering or be wrapped and properly labeled in accordance with New York State labeling requirements.
- **MAPLE PRODUCTS:** syrup, sap, sugar, candy.
- **PLANTS & PLANT MATERIALS:** greenhouse-grown plants and cut flowers, field-grown cut flowers and arrangements.
- **BEVERAGES:** cider, juice, kombucha, teas, wine, beer and spirits
- **PROCESSED/PREPARED FOODS:** Vendor must be in compliance with the requirements of New York State Health Department and New York State Department of Agriculture and Markets.
- **ARTS/CRAFTS:** Handmade goods produced by vendor.

STALL/SPACE DETAILS

- Vendor will supply one's own tent and equipment.
- Tents must be 10-by-10-feet. However, small tables with umbrellas are also acceptable.
- All tents and umbrellas are required to have appropriate weights to have them sufficiently and safely secured at all times.

STALL/SPACE ASSIGNMENT

- RISE will assign all vendor stalls/spaces based on a first-come-first-serve basis on the farmers market day.

- Stall/space sizes are 10-by-10-feet.
- A vendor may use more than one stall/space but must pay the fees for all stalls/spaces used.
- Absolutely no subletting of stall/space is permitted.
- Farmers market fees are not reimbursable.

STALL/SPACE GUIDELINES

- Vendor must have a sign clearly showing one's name and location.
- Vendor will be responsible for all equipment and supplies for the setup of a stall/space.
- Vendor must have adequate weights or tie-downs for a tent, or else vendor will be unable to set up a canopy of any sort.
- Displays should be constructed in such a way that they do not block customer walkways or pose any other hazard to customers.
- Vendor who provides samples and/or products that will result in waste material, such as cups, rinds, and utensils, must provide containers for waste disposal.
- Vendor must wear gloves when handling food and have a station to sanitize serving materials and wash hands.
- Vendor is required to keep one's stall/space neat and clear of obstacles, litter, and debris.
- No form of discrimination is permitted at the farmers market.
- Vendor is expected to treat customers in a courteous manner.
- Vendor must clean one's stall/space and remove all waste at the end of the farmers market.
- All produce displayed for sale must be at least twelve inches off the ground.
- No hawking or amplified music is permitted at the farmers market.
- No moving vehicles are allowed at the farmers market during operating hours of 10:00 a.m. to 3:00 p.m.