

2018 Rules and Regulations of Wisner Market

- No illegal or undesirable conduct.
- No hawking articles for sale.
- No vehicles in Wisner Park during hours of operation from 10:00 am - 2:00 pm. Elmira Police Department and Parking Enforcement will be issuing tickets to any vendors that park on the parameter of the market area. (Any questions, please call 607-734-0341).
- No inappropriate clothing worn by vendors.
- All packaging brought to event will be removed by Vendors.
- Vendors will attempt to keep their rented area clean during Market hours and are responsible to clean their area before departing.
- Vendors will supply their own trash receptacles and bag liners at each site. (Vendors are not permitted to use receptacles belonging to Wisner Park.)
- All trash associated with event sales will be removed by Vendor and placed in dumpster supplied by the City of Elmira.
- Sales tax certificates and food permits must be displayed at Vendor's booth each week.
- Vendors are asked to advise Wisner Market Manager at the beginning of the season as to which days they are unable to attend (e.g., vacation weeks). Vendors are asked to notify the Elmira Downtown Development Office 48 hours before Market day if Vendor is unable to attend Market that week in order for the Market manager to fill the space.
- All market products MUST be locally grown/created. We will not accept manufactured items to be sold for 2018.
- Vendors with children are encouraged to supply childcare supervision during Market hours.
- Vendor will obtain a certificate of insurance naming Elmira Downtown Development, Inc. as an additional insured pertaining to claims arising out of the use of Wisner Park and participation in the Wisner Market.
- Certificates of insurance must also name the City of Elmira, its officers and employees as additional insureds on a primary basis as pertains to the use of Wisner Park.
- Wisner Market contract signed by Vendor shall include Vendor's agreement to hold harmless Elmira Downtown Development, Inc. and the City of Elmira against claims arising out of Vendor's participation in the Wisner Market.

****Reminder to Vendors – many market days we are in the company of small children, let's please keep in mind that along with that, we are in company of young lungs, smoking is not prohibited, but we do ask that you smoke outside the perimeter. We thank you in kind and in advance for your cooperation.**

Liability Insurance – Vendor will provide the Wisner Market Committee and the City of Elmira with a general liability insurance certificate evidencing coverage of \$1,000,000 per occurrence and \$2,000,000 aggregate. All insurance certificates will include the wording: ***The City of Elmira, its officers and employees are named as additional insureds on a primary basis.*** This must be on file prior to attending the Market. (Questions regarding this wording should be directed to the City of Elmira Law Department at (607) 737-5674.)

Use of Equipment – Vendors will provide all display tables and counters necessary for product sales. Generator power **is not** permitted. No electric refrigeration is permitted. Vendors using Wisner Park electricity will be required to use a 12/2 gauge power cord. One cord is permitted to the power outlet. If a power cord crosses a sidewalk, it must be secured by duct tape or some other material so as to avoid injury. The Wisner Market Committee recommends all Vendors use a pop-up tent/umbrella at its site. All tents and umbrellas must be staked down and secure in case of wind.

Signs and Promotional Material Restriction – Price and promotional signs are permitted at the discretion of the Market Manager. The Elmira Downtown Development will supply Wisner Market Vendor signs for a nominal fee.

NYS Law Compliance – The Market Manager will advise Vendors of appropriate Department of Health and Agriculture & Market rules and regulations and provide copies of such, if requested. All scales must be in compliance with the Chemung County Department of Weights & Measures and must include the Chemung County seal. Vendors will provide proof of compliance of said rules and regulations (weight & measures, commercial kitchen and plant phytosanitary issues). All Vendors are responsible for any fines incurred for noncompliance.

Market Contract – The Wisner Market application/contract will state that the Vendor understands the Rules and Regulations, that Vendor is in compliance with (have provided proof of certificate to) NYS Agriculture & Markets and Health Department regulations, and that Vendor is providing proof of liability insurance. Violations of Wisner Market Rules and Regulations may result in removal of a Vendor from the Market. All fees will be nonrefundable in this instance.