

ROCKTON RIVER MARKET

EVERY WEDNESDAY.
5PM - 8PM @ SETTLERS PARK - ROCKTON, IL

BROUGHT TO YOU BY
THE VILLAGE OF ROCKTON

ROCKTON RIVER MARKET

RULES & REGULATIONS

Location, Set-Up & Booth Regulations

- Settlers Park, Rockton, IL (See map below marked by orange circle). Vendors will be emailed their booth location.
- Parking will be allowed only in the designated vendor parking area.
- **Parking is not allowed by any booth.**
- **No smoking** is allowed at any booth. Please step away from your booth to smoke, and dispose of butts properly.
- You must provide your own material for your booth, ie. table and chairs. A pop up tent is highly recommended.
- Selling out of a vehicle is **prohibited**. You may store inventory in your vehicle to restock your booth as needed.
- Set up is to be completed **no later** than 4:45pm. Please arrive with enough time to begin selling @ 5pm.
- Tear down of your booth is not to start until **8pm**, unless otherwise approved.
- Booth site must be clean with **no litter or damage** at or around it. Leave the area better than you found it.

Licenses, Certificates & Health Regulations

- **COVID-19:** all regulations required by the Winnebago County Health Department shall be followed.
- You must have **all licenses and registration** for your booth available and current at time of market.
- You are responsible for your own revenue certificates, licenses and appropriate taxes, including the appropriate Winnebago County Health Department permit.
- Preference is given to produce & product grown / made by local vendors.
- Preference is also given to Rockton-based businesses and/or positive past vendor history.
- **Multi-level marketing companies are not permitted.**

Other Regulations

- Vendors may have one excused absence from market dates, and 24 hour notice to RRM manager is required. A 2nd absence may result in forfeiture of assigned booth space or space itself.
- Appropriate attire and common courtesy to fellow vendors and attendees is expected.
- Any complaints can be brought to the attention of the RRM Manager.
- There will be **no refunds** for any missed market dates.
- **FOOD VENDORS:** the Village would like to increase food variety while also keeping a cap on food vendors to ensure vendors' profitability. If more food vendors apply than available spots, the Village may ask similar menu-type trucks to do a partial season instead of full season (if applicable).



Questions about Rules & Regulations: **Tricia Diduch** @ (815) 624-0935

ROCKTON RIVER MARKET

REGISTER TO BE A RIVER MARKET VENDOR

BUSINESS NAME

CONTACT NAME

ADDRESS

CITY

STATE

ZIP

PHONE

EMAIL

EMERGENCY CONTACT

PHONE

WEBSITE / FACEBOOK PAGE

PRODUCT TO BE SOLD Product photos may be requested by RRM Committee to process your application

Food vendors: please list your menu items

I CAN SUPPLY PROOF OF REGISTRATION & APPLICABLE PERMITS IF REQUESTED?

 YES NO

I AM REGISTERING FOR THE FOLLOWING DATES

FULL SEASON - 13 WEEKS

For partial season, please rank in order of preference, #1 & #2. All attempts will be made to accommodate your preference for partial season choice.

PARTIAL #1 • 6/1, 6/8, 6/22, 6/29, 7/6, 7/13

PARTIAL #2 • 7/20, 7/27, 8/3, 8/10, 8/17, 8/24, 8/31

Food trucks: see note on page 2.

COMPLETED APPLICATIONS MAY BE SENT TO:

DIDUCH@ROCKTONVILLAGE.COM OR TO VILLAGE OF ROCKTON ATTN: TRICIA DIDUCH

I WILL REQUIRE ELECTRICITY

I WILL BE SELLING FOOD PRODUCTS

FULL SEASON - \$200 (\$150 WITHOUT ELECTRIC)

PARTIAL SEASON - \$100 (\$50 WITHOUT ELECTRIC)

Applicants: any enclosed payment will only be processed upon approval into the 2022 market season.

CHECK ENCLOSED

BILL ME

CALL ME

PLEASE MAKE CHECKS PAYABLE TO: VILLAGE OF ROCKTON

110 E. MAIN ST. ROCKTON, IL 61072

I agree to abide by all the RRM, IL State, and Village of Rockton rules and regulations related to my product and company in a public market space.

SIGNATURE

DATE

