

## Upper Bridge Street Market Stalls License Agreement

The City of Plattsburgh and the Vendor whose name appears below agree as follows:

1. The Market Stalls. The Market Stalls are that part of the city sidewalk on the south side of Upper Bridge Street improved with 3 areas enclosed with stone. The enclosed areas are identified as A (east), B (middle), C (west) and are called "market stalls". The City may permit two vendors to share one market stall.
  
2. Grant of License and Terms. The City grants the Vendor a license or permission to use one of the market stalls on the following terms:
  - a) The Vendor may sell any product **except** the following:
    - i) Food or beverages. (fresh produce, preserves may be sold)
    - ii) Used clothing.
    - iii) Products or merchandise the City deems incompatible with the objective of providing a sales outlet for art, hand crafted items, new merchandise or high quality used or antique goods,
  - b) The Vendor may use only one market stall and may be required to share the space with another vendor. The City agrees that it will not permit more than two vendors to use one market stall.
  - c) **DAY USE NO COST.** Any registered Vendor may use a market stall, except a reserved market stall, any time on a first come, first served basis at no cost. This signed agreement is your registration.
  - d) **RESERVING SPACE.** A Vendor may reserve a space for one week by paying \$35.00. The rental period is from 9AM Monday to Midnight Sunday. You must apply to reserve space at the City Clerk's office, 41 City Hall Place, M-F between 8:30am-330pm. You may send a reservation request by mail. Reservation fee payable at time of application.
  - e) If a stall is reserved, any day user occupying the stall shall vacate upon the reserved user showing confirmation of his reservation.
  - f) Vendors shall remove all merchandise, business property and any trash from the market stall at the end of the business day.
  - g) Vendors may install a free standing umbrella or awning that does not project beyond the stone wall enclosing the market stall.
  - h) One professionally lettered sign not more than 12" high by 36" wide may be attached in an approved method on one side of the vendor stall. Vendors must remove signs at end of day.
  - i) Vendors shall comply with all laws, including the New York Sales and Use Tax Law. If such laws apply, the vendor is required to display a sales tax certificate and collect and remit sales taxes on taxable merchandise.
  - j) The use of this space does not require a hawker, peddler or sidewalk vendor's license.
  
3. Blackout Dates. The market stalls are not available for reservations or day use during the following events: July 4<sup>th</sup>, Mayor's Cup and Battle of Plattsburgh Celebration.

4. Termination by City. This license agreement may be terminated at any time for any reason by an authorized City officer or employee. These licenses are granted to encourage retail activity downtown. Although the City has no intention of terminating this license so long as the terms are complied with, the program is experimental and it is not possible to identify the problems and conflicts that may arise, therefore, the City has complete discretion as to whether to terminate this license. There is no appeal from the decision to terminate. All or the unused part of any reservation fee will be refunded if the license is terminated. The City does not intend to mediate disputes between Vendors, therefore, the success of this program and its continuation depends on cooperation among Vendors.
  
5. Agreement as Registration. This Agreement is proof of your registration. You should keep a copy with you when you are using the Market Stall.
  
6. Space Reservations. If you reserve a market space, there is a separate reservation form confirming your reservation dates. You should keep your reservation confirmation form with you. If the space you reserved is occupied, show the occupant your reservation form and ask him or her to relocate. If the occupant refuses, call the Building Inspector's Office at 563-7707 (M-F; 8-4PM), or the City Police Department at 563-3411 after 4PM, weekends and holidays. Make a note with the date, time and name of the person or business occupying your reserved space, and take a photo with your cell phone camera if you have one.
  
6. Expiration. This Agreement expires at midnight on \_\_\_\_\_.

Signature date: \_\_\_\_\_, 20\_\_ City of Plattsburgh

By: \_\_\_\_\_  
 Its: Authorized Officer

Signature date: \_\_\_\_\_, 20\_\_

Vendor's Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home or Work Telephone: \_\_\_\_\_

Cell Phone No. \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_  
 Vendor's Signature

Upper Bridge Street Market Stalls  
License Application and Reservation Form

I apply for a license to use an Upper Bridge Street Market Stall for the summer season ending \_\_\_\_\_ . I have read the License Agreement and understand its terms.

I intend to sell the following merchandise: (please describe in reasonable detail, for example hand crafted jewelry, or art work, or new merchandise i.e. sunglasses, neckties, etc. etc.)

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OPTIONAL. I wish to reserve a market stall space for the following dates:

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Insert dates for weeks beginning Monday and ending Sunday.

I would prefer to reserve market stall space A, B, C (circle one), but if that space is not available I will take any available space.

Make separate check payable to City Clerk for \$35.00 for each reserved week.

**NO CHARGE for day use** on first come, first served basis, but **this form must be completed.**

Enclosed is the License Agreement signed by me.

Date of Signature: \_\_\_\_\_, 20\_\_ \_\_\_\_\_  
Vendor's Signature

Reservation Confirmation.

\_\_\_\_\_ your reservation on the above dates is confirmed for Market Stall A, B, C

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\_\_\_\_\_ we are sorry, but the dates you requested are unavailable. Your deposit check is enclosed.

Date of Signature: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Authorized Officer, City of Plattsburgh