

# Market Hours Set-Up

Welcome to The Rust Belt Market—a dynamic venue that operates as a retail marketplace, event space, and bar. If your event is held on a Friday, Saturday, or Sunday, we require review and signature of this waiver to ensure a smooth set up during our retail hours. **Event set up may begin *after* this waiver is reviewed, signed, and given to our onsite Market Manager.**

The Rust Belt Market is open to the public every Friday 2pm-9pm, Saturday 11am-7pm and Sunday 11am-6pm. The marketplace is a retail environment. Event clients, hosts, hired vendors and volunteers are required to operate in a respectful and courteous manner.

- Set-Up will not be authorized to begin prior to time leased. Please review your client proposal for rental details or contact our Events Manager, Christina Cosio, if you are unsure of your access times. [events@rustbeltmarket.com](mailto:events@rustbeltmarket.com) (248) 990-5511
- All market doors, retail corridors, vendor shops, bar, and bathroom areas must remain clear of displays, decor, boxes, totes, rentals, cords, DJ/performer equipment, catering equipment and any other fixtures and/or event-related items. The Rust Belt Market and its Management reserves the right to deem any area outside of the event space unavailable to the client and will require movement of property to an appropriate and designated area.
- Rust Belt Market props (outside of the event space) are not available for client use without prior, written approval by The Rust Belt Market or its Management.
- Prep Kitchen use must be negotiated and rented prior to event date. If you have not made arrangements with our Events Manager, Christina Cosio, to use the Prep Kitchen, you may not access it for any reason—including but not limited to: hand-washing, electrical outlet usage, walk-in cooler storage or storage in any refrigerator, storage of any and all food including cakes and desserts, water fill up (including hot water), dish washing, ice retrieval, coffee brewing, dumping coffee or any other liquids in sinks or drains, preparing or plating food, garbage can usage/refuse dumping, disposables and supplies usage (garbage bags, ziploc bags, food wraps, cleaning products, paper towels, clean rags/towels, paper goods, etc).
- Vehicles cannot block the alley and will be ticketed by the Ferndale Police Department if not parked in an actual parking space. If you have specific questions about where to park for load-in and load-out, please ask our Events Manager or onsite Market Manager.
- Noises must be kept to a retail-friendly volume. Balloon machines that require air compressors, balloon popping, generators, loud and lengthy sound checks, yelling, competing music, and/or lengthy periods of hammering/drilling is not allowed and will be suspended, modified or stopped completely by The Rust Belt Market or its Management/Staff. The Rust Belt Market and its Management reserves the right to deem any noise unacceptable by its standards and will correct the issue onsite with event clients and/or hired vendors, friends, family, volunteers.

- All items, equipment, rentals, decor, food, and any other client property must be removed from the venue the same day. Overnight storage is not permitted. The Rust Belt Market and its Management and/or Staff is not liable for missing property. Very rarely do we recover lost or misplaced items.
- Use of propane and/or open flame is not permitted inside of the venue.
- Stage must be left free of refuse and in the same condition it was upon arrival.
- DJ and/or Performers are required to review and sign our DJ/Performer Waiver prior to set-up and will be held to all waiver guidelines.
- Catering Companies outside of our preferred catering network are required to review and sign our Catering Waiver prior to set-up and will be held to all waiver guidelines.
- Food and food service must remain within the event space.
- Any day-of “last minute” table or chair rental needs will be deducted from client’s security deposit.

Failure to comply with our policies is considered a breach of contract and may result in forfeiture of Security Deposit.

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Event Client or Representative

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Representative’s relationship to Event Client

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The Rust Belt Market Manager

Set-Up Notes:

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