

BirchCliff Village Farmer's Market

Vendor Participation Contract: 2008 Season Page 1 of 3

Location

The BirchCliff Village Farmers' Market is located at 1512 Kingston Road east of Warden avenue. There are two key market designated areas for our vendors including front and side garden areas.

Hours

There are 18 market days for 2008.

Our 2008 season will start on June 13th and end on October 10th. The market will be open for business from 3:00 to 7:00 each Friday afternoon. Vendor set up starts at 2:00 pm. Please arrive in time for a 3:00 pm start.

Stalls must remain open until 7:00 pm unless you're sold out of product. If you find yourself selling out early please adjust your inventory for the following week so that you may be present for the full four hour period.

Please advise a market volunteer if you're planning to leaving early well in advance of market day so that we can lessen the impact on other vendors.

Guidelines

As a vendor, you must have submitted a registration form to secure a market space. Your specific space is guaranteed yours for the season with a prepaid full season market membership. We ask that you provide your own tables, chairs and awnings. All products being sold at the market will comply with the applicable Provincial and Federal regulations regarding labeling, measuring, safety, sales taxes, vendors licensing etc. Compliance with these regulations is the responsibility of the individual vendor. The market is producer-based; therefore, only vendors offering goods for sale, which they have produced themselves or which they directly represent on behalf of producer, will be allowed at the market. No resellers or peddlers will be accepted. A producer may sell additional produce grown by a relative, a neighbor farmer, or an approved association or co-op; or as a market manager directly partnered to sole representation of the farm. The additional produce will be limited to 25% of the vendor's product line. The intent of this exception is to increase the diversity of fresh produce offered to the customers. Absolutely no terminal purchases or imported produce will be allowed. The Market management may visit the farms and businesses of vendors.

- Renewing seasonal vendors have first choice of the space they would prefer.
- The manager will assign other vendors on a first come basis and around the weekly market needs.
- Advise the manager of your holiday schedule if you will not be attending the market and with submission of your contract. We will attempt to accommodate the gap in your participation.

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Vendor Participation Contract

Non profit organizations may be allocated one booth space for the purpose of fundraising or publicity. The organization might be limited to one yearly space allocation. The manager must approve all requests

Fee Schedule

Fees collected by the Market are used for the advertising and operating costs of the Farmer's Market. All cheques are to be made payable to the BirchCliff Village Farmers' Market. NSF cheques will be charged an administration fee of \$25.00

The BirchCliff Village Farmers' Market will provide liability insurance for vendors. The insurance will cover all Farmers' Market vendors for the 2008 season. The insurance premium is included in the registration fee.

The market fees for 2008 are \$25 per day or \$375 per season for a 10'x10' space. Installment payment schedule may be attached if you haven't paid for the season already.

Participation in the BirchCliff Village Farmers' Market is by Invitation of the Management team (Gail Ross, Kelly Hartshorne, Denise Malloy) and collective.

Vendor Requirements

- Please be familiar with these guidelines & sign the bottom area, you'll be given a copy of the signed document
- Prior to the first Market day vendors will supply the Market Manager with a list of items they will sell.
- Vendors will post their names, (farm location) and products prominently on their stalls. Vendors are encouraged to personalize their stalls with stories and pictures and to share their background with their customers.
- Vendors must agree to bring an adequate supply of their primary product.

- Vendors agree to make their stall and products as attractive and as pleasing to the eye as they can.
- Vendors will adhere to the highest standards of quality, service and business.
- Subletting stalls is not permitted.
- Vendors shall honour BirchCliff Village Farmers' Market promotions, e.g. basket raffles, cooking demos and sampling programmes.
- **Vendors agree not to practice distress pricing.**
- Vendors shall maintain their stalls in a neat, clean and orderly fashion. Vendors must keep their own refuse in a suitable container at their stall and remove the refuse when they leave. Garbage containers are for the use of the customers only.
- Smoking is not permitted at any vendor's stall.
- All vendors must comply with the requirements set by the Canadian Food Inspection Agency and local health units (labelling produce by type, quantity and price, cooling, sanitation, etc.)
- Vendors are responsible for obtaining all necessary licenses, permits, inspections and certificates for the sale of their product.
- Compliance with both Provincial and Federal Sales Tax is the responsibility of the vendor.
- The BirchCliff Village Farmers' Market strives to be as natural as possible. All Vendors must be either certified organic or in a chemical free transition with clear intention to embrace natural organic practices with the following exceptions: Farmers who participated in the first market season. Farmers who raise meat or poultry as part of their agricultural management system may sell them if they are free range and with minimum medication. Crops where the availability of organic product is limited. All produce must be clearly labeled.

These are the rules established for 2008. The market management reserves the right to re-assign stall locations, based on the increase in vendors in the 2008 season, to achieve the most appropriate product mix. The Farmers' Market Manager shall deal with any item of business not specifically covered by these rules.

The BirchCliff Village Farmers' Market is in its 5th amazing season.

HAVE A GREAT SEASON AT THE MARKET & THANK YOU !

Vendor Name: _____

Signature: _____

Date: _____