

# *Georgina Farmers' Market*

## 2019 VENDOR APPLICATION



[www.georginafarmersmarket.ca](http://www.georginafarmersmarket.ca)

February 2019

Dear Vendors:

Welcome to our 4th Annual Georgina Farmers' Market. We are anxiously anticipating the reopening of the market this spring 2019. This year's market will run from May 19th, 2019 to September 29th, 2019.

If you're interested in being a part of this remarkable weekly event, please find the attached application form, along with rules and regulations.

**Vendor applications must be received on or before March 31, 2019.**

- Email: [georginafarmersmarket@gmail.com](mailto:georginafarmersmarket@gmail.com)

- Mail: Georgina Farmers' Market P.O.Box 1460, 20849 Dalton Rd. Sutton W. ON L0E 1R0

If you have any questions, please feel free to contact me at 289-264-7626 or [georginafarmersmarket@gmail.com](mailto:georginafarmersmarket@gmail.com). I'm looking forward to connecting with you and making the 2019 Georgina Farmers' Market a huge success again this year!

Sincerely,

*Natalia Zammitti*

Natalia Zammitti  
President – Georgina Farmers Market  
[Sold@NataliaZammitti.com](mailto:Sold@NataliaZammitti.com)  
289-264-7626

**2019 VENDOR  
APPLICATION  
PAGE 1**

Name: \_\_\_\_\_

Name of business: \_\_\_\_\_

**Produce Vendors must submit the following two items.**

1) Federal Farm Classification # (located on farm income tax statement): \_\_\_\_\_

2) Ontario Farm Business Registration # (OFA, NFU # etc.): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone # Home: \_\_\_\_\_ Business: \_\_\_\_\_

Email Address: \_\_\_\_\_

Number of stalls required: \_\_\_\_\_

Hydro Required? Yes: \_\_\_\_\_ No: \_\_\_\_\_

**PLEASE NOTE**

**All Food and Farm Vendors must fill out and return along with this application the [York Region Community and Health Services Farmer Market Event Form](#) (see attached).**

All Food Vendors, Vendors sampling food or Farm Vendors who sample food must have access to a hand wash station and thermometers for both cooked food, and for refrigeration. The market is not responsible for supplying these stations.

All items or ingredients prepared outside of the market considered “Potentially Hazardous Foods” by York Region Health must be prepared in an inspected kitchen.

All Vendors must provide full payment or monthly post-dated cheques (**dated the 1<sup>st</sup> Sunday of each month**) submitted with their application or **WITHIN 10 DAYS AFTER APPROVAL** of their application; or their spot will be given to the next vendor waiting in line.

# 2019 VENDOR APPLICATION

## Page 2

List specific (preserves, crafts, baked goods, etc.) items to be sold, include separate sheets if necessary. **For items not produced by Vendors, please include source of origin. These items not produced by Vendors should not exceed 30% of saleable product for the season.**

Produce Vendors (farmers) please skip to: **“PRODUCE VENDORS’ PRODUCT CHECK LIST”** (last two pages of application package). Other vendors please complete below.

### Items Produced by Vendor

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### Items Not Produced by Vendor

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Having paid the appropriate stall fee, and having read and understood the rules and regulation thoroughly, I hereby agree to comply fully with these and all other Federal, Provincial and Municipal rules, regulations and guidelines that apply. I may forfeit my right to sell at the Georgina Farmers' Market if I am found to be in non-compliance.

Signature of Vendor \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\*All cheques are payable to the "Georgina Farmers' Market."**

## ***Rules and Regulations***

### **Location**

-Held outdoors @ The LINK, 20849 Dalton Road, Sutton West

### **Hours**

-Every Sunday from 9:00 a.m. – 2:00 p.m.

-Starting May 19th, 2019 to September 29th, 2019

### **Membership (Eligibility)**

-All new members will be subjected to a three (3) week trial period.

-All Vendors selling at the Market shall produce within 200 km of Georgina.

-A Vendor is responsible for providing verification that all saleable products are made, produced or grown by the Vendor. Up to 30% of the produce may be resale of other local growers' produce, subject to the approval of the Market Manager. Items not produced by the vendor must be documented and verifiable by the Farmers' Market Manager. This ratio may vary week to week, and be averaged over the season. **No produce will come directly or indirectly from the Ontario Food Terminal.**

-Art and Craft items shall be 100% original and hand-produced. Because this is a Farmers' Market, space for craft vendors will be limited to a ratio of 4 to 1, at the discretion of the Board.

-All craft Vendors shall submit samples (pictures) of their work for approval prior to acceptance as Vendors.

- Vendor's approval will be decided based on the number of Vendors permitted to sell new and/or similar products each year, and the decision shall be based on current supply and demand.

### **Stall Fees    \$35/Sunday**

- 1 stall (10'x 10') = \$35/Sunday (Monthly) or /\$600/seasonal
- 2 stalls (20'x 10') = \$45.00/Sunday (Monthly) or \$850/seasonal
- 3 stalls (30'x 10') = \$55.00/Sunday (Monthly) or \$1050/seasonal
- 4 stalls (40'x 10') = \$65.00/Sunday (Monthly) or \$1,250/seasonal

-Monthly fees include **four/five consecutive** Market days (**Please note that July and September have 5 Sundays**). If a Market day is missed a refund will not be issued.

- **Monthly Payment Vendors must submit postdated cheques (dated the first Sunday of each month) along with the application, for approval.**

-**Seasonal Payment Vendors must submit payment along with the application, for approval.**

-Vendors must submit the application by March 31, 2019 along with Seasonal or Monthly postdated cheques.

-Subletting of stalls is NOT permitted, except for a member of the family or employee, and in that case, with the approval of the Market Manager.

-Fees will be reviewed annually and may be subject to change. The President and Market Manager shall annually set Vendor fees to cover common Market operating expenses.

### **Allocation of Space**

-Stall sizes are: 10'x10', 20'x10', 30'x10', 40'x10'

-Each Vendor complying with the rules of this agreement may renew their stall(s) for the following season if done by March 15 of the Market year.

-The market manager has the RIGHT to move vendors to any market location.

-Stalls that become available will be allocated or moved at the discretion of the Market Manager.

-A monthly or seasonal Vendor is responsible for letting the Market Manager know in advance early in the week if he/she is not able to attend a specific Sunday.

-Non-profit groups may be permitted space at the Market by Board approval and as long as their products conform to the regulations outlined in this policy (community or charity promotions).

-Renewing seasonal vendors who wish to change to a new, unreserved stall, have first choice of remaining stalls. First time seasonal vendors have second choice of remaining stalls. Monthly Vendors have third choice.

### **Set-Up**

-Vendors must arrive at the market no later than 8:00 a.m. on each market day. If a Vendor does not show up for 2 consecutive market dates, such permit holder shall forfeit their designated spot and any fee for the unexpired portion of the term shall be forfeited.

-All Vendors must be set up before 8:30 a.m. Vendors must stay within the boundaries of their booth.

***-No vendor should shall pack up and leave the Market prior to 2:00 p.m., unless previously arranged with the Market Manager.***

**-Tents and weights must be secured and in place (every Sunday) before the designated opening of the Market to ensure the safety of the customers. All tents and frames must be dismantled and taken home at the end of each market day.**

-The Market Manager or designate shall have the right to approve any signs, decorations or displays in the Vendor's space and to request changes or removals if necessary.

-Vendors will be required to locate vehicles not needed in their display to an area designated by the Market Manager.

-No Vendor shall make any changes or alteration to Town property.

-Vendors shall remain in their own market space when selling. Sales shall be conducted in an orderly manner. A stall must be attended at all times by a responsible person. No objectionable means of soliciting shall be permitted.

-The Georgina Farmers' Market cannot be held responsible for items destroyed by fire, vandalism, theft, or any other cause.

-Stereo equipment, televisions, VCR's or any other machinery which produces sound will be permitted only with the approval of the Market Manager.

-Each Vendor shall be permitted to have one 8 1/2"x11"sign, neatly displayed at their stall, to promote an additional business that they operate themselves with the approval of the Market Manager.

-Vendors shall not block walkways or fire exits or other Vendors' stalls.

-All Vendors shall post their name and address in a prominent spot. All licenses, i.e. Health Unit, etc., should be visible to the public.

## Range and Origin of Products

-The Vendor shall sell from his/her stall(s) only those items which are approved by the Market Manager. Only Ontario grown produce or meat may be sold. Any product not produced directly by the vendor must be clearly indicated by signage as to where it was produced, by the farm or origin name. At the beginning of the season, each Vendor is responsible for completing the application and including postdated cheques. Once approved, any changes or additions must receive the prior written approval of the Market Manager. Items not approved may not be sold at the Market, and will have to be removed immediately from a vendor's booth. **Products coming directly or indirectly from the Food Terminal will not be approved.**

### -Acceptable Items:

Garden produce (vegetables and fruit)  
Honey  
Shrubs and trees  
Grains, Poultry and Eggs  
Crafts  
Maple syrup  
Meat and Fish animal feed  
Herbs and spices  
Apple cider

Bedding plants  
Cut and dried flowers  
Firewood, Fence posts  
Sweets  
House plants - potted plants  
Baked goods, Preserves  
Cheese

- Anyone wishing to sell anything not listed above must contact the Market Manager for prior approval.
- All craft products must be new and not factory made or commercially produced.
- Flea market or manufactured items are not allowed.
- All fruits, vegetables, plants, flowers and meats must be produced, grown and processed in Ontario within 200 km of Georgina.

## **Vendor Responsibilities**

- Regulations are, for the most part, "common sense", and the general rule of thumb is:

### **Don't sell what you wouldn't want to buy**

-Vendors agree to accept full responsibility for any loss, damage or accident occurring at the Market as a result of negligence or willful default on the part of the Vendor. The Georgina Farmers' Market shall carry Public Liability Insurance on the Market area to protect the Market and participants, and to protect the President and Market Manager for their actions on behalf of the Georgina Farmers' Market. Vendors are required to contact their Insurance Agent and carry a minimum of \$2 million liability insurance coverage and must state the 'Town of Georgina' as additional insured and provide proof.

- All Vendors are responsible for compliance with health regulations.
- All Vendors shall label their produce clearly by type and price.
- All Vendors agree not to practice distress pricing.

-Vendors are responsible for keeping their stall area neat and clean at all times. At the end of the Market day, the Vendor is required to remove everything from his/her space and sweep the selling area. If a space is not clean, the Market Manager will arrange clean up of the area, and bill the Vendor accordingly, along with a service charge.

-Approximate sales figures must be reported to the Market Manager upon request. All information is for statistical purposes only, and can be handed in anonymously, and will remain confidential.

-Each Vendor is responsible for:

- Bringing his/her own tent, table, weights, and display tools
- Bringing his/her own containers (baskets, bags, boxes, etc.)
- Bringing his/her own cash box and change
- Cleaning up around his/her own area at the end of the day

## **Regulatory Agencies**

-Vendors are responsible for obtaining all permits required in the production and sale of their goods.

-Compliance with both Provincial and Federal Sales Tax Regulations is the responsibility of the individual Vendor.

-No person shall sell or offer for sale food that does not conform to the Public Health Act, and all regulations made thereunder. The market will conduct inspections at random or as required. The market



manager has the right to request food items removed if in violation of standards provided by York Region Community and Health Services.

-No Vendor shall sell produce labeled “Organic” unless the produce is grown on a certified organic farm.

## Penalties

Any person who contravenes any of the provisions of these Rules and Regulations is subject to the cancellation of their permit.

# PRODUCE VENDOR'S PRODUCT CHECK LIST

Please check under the SELF GROWN or PURCHASED column,  
next to the item you are planning on selling at the market

VEGETABLES	Self-Grown	Purchased
Asparagus		
Beans		
Beets		
Broccoli		
Cabbage		
Carrots		
Cauliflower		
Celery		
Chard		
Corn		
Cucumbers		
Eggplant		
Garlic		
Herbs		
Kale		
Leeks		
Lettuce		
Mushrooms		
Onions		
Parsnips		
Peas		
Peppers		
Potatoes		
Pumpkin		
Radishes		
Rutabaga		
Spinach		
Squash		
Tomatoes		
Turnip		

## PRODUCE VENDOR'S PRODUCT CHECK LIST

Please check under the SELF GROWN or PURCHASED column, next to the item you are planning on selling at the market

[illegible]

**Vendor applications must be received on or before March 31, 2019.**

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**Letter Mail: Georgina Farmers' Market P.O.Box 1460, 20849 Dalton Rd. Sutton W. ON L0E 1R0**