

# ENDERBY FARMERS MARKET

## VENDOR APPLICATION FORM

Please fill out and return to [enderbyfarmersmarket@gmail.com](mailto:enderbyfarmersmarket@gmail.com)

Name \_\_\_\_\_

Business Name \_\_\_\_\_

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

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Cell # \_\_\_\_\_ Home # \_\_\_\_\_

Email \_\_\_\_\_ Facebook \_\_\_\_\_

Instagram \_\_\_\_\_ Website \_\_\_\_\_

Do we have your permission to give your contact information to customers if they request it: Yes \_\_\_\_\_ No \_\_\_\_\_

When would you like to start \_\_\_\_\_

What is your product: Food \_\_\_\_\_ Crafts \_\_\_\_\_

Please give us a short description of your product: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(If you do not have social media please provide photo's)

By signing below, you agree that you have read the rules for the ENDERBY FARMERS MARKET and that failure to comply may lead to exclusion from the market

Signed \_\_\_\_\_ Date \_\_\_\_\_

DATE RECEIVED \_\_\_\_\_ APPROVED YES \_\_\_\_\_ NO \_\_\_\_\_

# ENDERBY FARMERS MARKET 2021 Vendor Information & Rules



**PLEASE FILL OUT THE ATTACHED FORM. ALL APPLICATIONS WILL BE CONSIDERED BY OUR MARKET JURY. WE WILL INFORM YOU IF YOU ARE ACCEPTED. PLEASE DO NOT INCLUDE A PAYMENT UNTIL YOU HAVE BEEN ACCEPTED.**

**Summer Market is every Friday from May 7 to October 22 for a total of 25 markets.**

The summer market features locally grown produce, fruit, vegetables, eggs, honey, home baking, food, coffee, handmade arts and crafts and other quality products to complement the market selection. **No resale items allowed!**

**Season Vendors are guaranteed their same spot each week. They also save money on the vendor fees as they pay the season up front.**

**Day Vendors are on a wait list for each market and are notified by email if a spot is available. They are given spots based on availability and will not necessarily be in the same spot each time they attend.**

## **Fees:**

**Vendor fees are for one 10x10 spot. Every vendor must purchase an Annual Membership to become a member of the Enderby Farmers Market. Our year runs from March-March, with the annual membership fee of \$10.00 payable at the first market attended.**

## **We have two payment options for our season vendors:**

### **Season Vendors**

Option 1. Pay in full by May 7 - \$300 (includes \$10 membership fee comes to \$12 per market)

Option 2. Pay in two payments:

First payment, May 7 - \$ 187.50, second payment July 2 - \$187.50 (includes \$10 membership fee comes to \$15 per market)

**Day vendors:** \$20.00 per market plus \$10.00 membership fee to be collected at the market by the market manager.

\*There are no refunds on any fees paid.

# ENDERBY FARMERS MARKET 2021 Vendor Information & Rules

## **Market rules and information:**

**Location:** Downtown Enderby on Cliff Avenue (from the highway to the BMO) and Belvedere Street (from alleys behind the Pharmacy and Lookers to the library)

**Hours:** The market runs every Friday, 8:00am - 12:00pm, May 7 to October 22 for a total of 25 market days.

**PLASTIC BAGS** In order to reduce our carbon footprint vendors are encouraged to use paper bags or sell/give away reusable bags for customers. Please do not use plastic shopping bags at our market!

**Set up time:** 6:00 – 7:45 am

**Setting up:** All vendors must unload their tent, booth and products and then park their vehicles at a different location. Once you have parked your vehicle, you can set up your booth. Each vendor will be given a time slot to unload their vehicles.

**Time slot #1:** 6:00 – 6:30am

**Time slot #2:** 6:30 – 7:00pm

All vehicles must be removed by 7am.

If you miss your unloading time slot or the 7am vehicle cut off time, you will have to bring all your booth/products in by hand/dolly.

**Closing time** 12:00pm, no packing up early

**! Vendors must take down their entire booth, including the tent before they can go and bring their vehicle for loading up. Please be courteous to your fellow vendors.**

**Clean up:** everyone is expected to leave their stall clean at packing up time.

**Garbage bins supplied by Enderby City or the market are for customer use only! Vendors are responsible to take their own garbage and recycling home.**

**Parking:** Vendors are expected to park away from the market. Please disperse vendor vehicles to allow for customers to find convenient parking.

**Vendor Equipment:** Vendors are responsible for their own protection from the elements and for all materials and equipment required for their booths such as a tent and table.

**! All vendors are required to use weights to secure their tents! (20 lbs. per tent post works best). 4-liter jugs filled with water is acceptable.**

**Dogs:** Please leave your furry friends at home. Vendors are not allowed to keep a dog with them in their booth.

## **ENDERBY FARMERS MARKET 2021 Vendor Information & Rules**

### **Prepared Food Sellers:**

**Vendors selling prepared food items are asked to attach a copy of their Food Safe Certificate and must display a copy of the Certificate on their table.**

**All food products must be made in accordance with Interior Health Regulations and Rules. Proof of compliance with these regulations must be supplied by the vendor to the market manager with the application.**

**Unaccepted Vendors: Our market is religious and politically neutral. We are unable to accept organizations to vendor at the market who have religious or political mandates.**

**COVID-19 Health & Safety: We operate in accordance with the government of Canada's health guidelines. Therefore, market rules and regulations regarding COVID restrictions and health protocol are changed regularly. Please refer to our COVID health plan for a detailed look at our safety measures.**

# ENDERBY FARMERS MARKET 2021 Vendor Information & Rules

## Attendance:

**New Vendors:** All new vendors start out as day vendors for their first market season. New vendors are on a trial period for the first two markets to give the vendor the opportunity to showcase their products to our jury and help the market board to make a decision to accept this new vendor and/or specific products the vendors make.

**Season Vendors:** If you commit to attend the full season you will have your permanent vendor spot. Please inform the market manager by noon on Wednesday by email [enderbyfarmersmarket@gmail.com](mailto:enderbyfarmersmarket@gmail.com) if you cannot attend a market. This ensures that we can provide the space to a day vendor on our waiting list.

**Day Vendors:** will be assigned a space by our market manager, as seen fit. Each week you will receive an email letting you know if you have a space, please email back to confirm that you will attend. If you do not confirm your space will not be held for you. If for any reason you are not able to attend, please inform the market manager by email [enderbyfarmersmarket@gmail.com](mailto:enderbyfarmersmarket@gmail.com)

The Enderby Farmers Market reserves the right to assign final vendor locations for all vendors.

We are a Positive Attitude market! Please treat all other vendors, board members, volunteers and customers with respect and kindness.

There are no refunds on any fees paid.

The market jury committee reserves the right to accept or refuse vendor applications.