

BRACEBRIDGE FARMERS' MARKET

Guest Vendor Application

June 3, thru Oct 7, 2023 unless changed by the Province, District Health Unit, or Town.

Hours of operation 8:30am-1:30pm

FULLY COMPLETED Applications must be mailed to: 3908 Line 13 North, Oro Medonte
L0K 1E0 no later than April 15, 2023

No refunds will be paid for weeks missed due to Provincial, Municipal or Health unit direction unless the entire season is cancelled.

The Bracebridge Farmers Market is operated by a VOLUNTEER board of directors, governed in part by the Muskoka and District Health unit, and the Town of Bracebridge. We endeavour to provide only Ontario farm fresh produce and locally made products. The board reviews and considers all fully completed applications that are submitted before the deadline of **April 15, 2023** and we will notify you (by email) of their decision and any dates approved, in due course. Late applications will be considered by the board at the next available opportunity. Dates you would **like** to attend. _____

Primary Applicants Name _____

Business Name _____ Cell Phone # _____

E-Mail (please print clearly) _____

Mailing Address. _____

Returning Guest Y _____ N _____ Distance to Market _____ km

Website _____ Instagram _____

Facebook _____ Twitter _____

Please list ALL (every year) items you wish to sell at this market (only items approved by the board may be sold at this market). Producers and Producer/ReSellers please fill out a (separate) produce list

additional items may be listed on back. Guest Vendors, please include **photo's of your product(s) with an explanation of how and where the items are made.** The board reserves the right to do a site visit to see how your products are made.

All Vendors selling **alcohol** must have approval from the Alcohol and Gaming Commission of Ontario prior to selling at the market. Attach the relevant paperwork showing AGCO approval Market.

All Vendors selling **eggs** must provide the number of the Egg Grading Station registered under the Canada Agricultural Products Act. Egg Grading Station #: _____

All Vendors selling food of any kind **must** adhere to all public health standards. Vendors are responsible for obtaining all necessary permits and for understanding and adhering to the required labelling, weights and measures, taxation, and pricing rules for their product(s). All required certificates **MUST be laminated and displayed in your booth every week**. You will not be permitted to set up without these items displayed.

All Vendors wishing to sell prepared or processed food must have a Food Handler Certificate from a public health unit prior to attending the market.

Any vendor not displaying all necessary permits while selling, will be ejected from all future markets without reimbursement

Waiver:

As a vendor at the Bracebridge Farmers' Market, I hold free and harmless the Directors, Members, Employees, Agents, Market Manager, and volunteers, along with the Town of Bracebridge, from any and all actions, claims, liabilities, and/or assertions of liability which in any manner may arise or be alleged to arise from any and all activities connected directly or approximately with the Bracebridge Farmers' Market, whether such action, claim, or liability resulted directly or indirectly from the negligent acts or omission of said Directors, Members, Employees, Agents, Market Manger, and volunteers or others connected with the Bracebridge Farmers' Market.

Please select one:

Producer (grows all produce/products sold by you at the market) _____

Producer/ReSeller (grows and/or purchases some of the produce/product {from Ontario only} sold by you at the market) _____

Secondary Producer (prepares in an inspected or certified commercial kitchen consumable items from locally sourced produce where available, such as Jams, pickles, baked goods) A **Health Unit Inspection certificate** must be provided with your application and displayed in your booth at all times. _____

Authorized ReSeller products produced specifically for you for sale at this market, such as flavoured oils, balsamic, meat, cheese etc. _____

Artisan/Crafter works of art or crafts(all items must be **hand made** by you. absolutely no re-sell items unless vital to your product line and approved by the board) _____

Signature _____

Board Signature _____

Date _____

Date _____

Upon acceptance of this application, I agree to abide by all the rules and regulations, by-laws, and constitution. (Applicant to initial)

All Vendors Market Membership \$ 10.00 (once per year). Guest Vendor Fee \$40.00 per date booked. Do not send payment with application. We will notify you how much you owe and when to pay.

payment by cheque to [bracebridge farmers market](#), or by

e-transfer to bracebridgefarmersmarket@yahoo.ca

On Cheques and E-transfers please use the **memo** section to include your **business name and the applicants name.**

APPLICATION CHECKLIST

Please provide all of the following with your application

1. Application Form
2. One copy of your insurance document(s), if applicable
3. At *least* 3 different colour digital photos of your product(s) with description of how they are hand made.(arts & crafts only)
4. One copy of your Safe Food Handling Certificate, if applicable
5. One copy of your most recent commercial kitchen inspection report, if applicable
6. One copy of the Smart Serve card for each stall staff member, if applicable
7. One copy of your Health Canada application/approval for skincare or natural health products, if applicable
8. Signed Insurance waiver
9. Fully completed application **including email address** where we can notify you of declined or accepted applications, and any payment due. Applications must be MAILED to: 3908 Line 13 North, Oro Medonte L0K 1E0 by April 15, 2023.
10. An inspection of your booth may be conducted (at random) by the Market Manager to ensure compliance and to verify that only authorized items are being sold. Initial _____.
11. Consent for the Market to take and use photo's or video of your person, booth, and/or products on our website, social media or in other forms of advertising for the Market. Initial _____.
12. Parking is **not** provided for Guest Vendors. Once the Market Manager has shown you to your space for the day (you may be in a different location each date that you are participating at the market), please unload your set up, move your vehicle to the lot behind the library, then return to set up your booth. At the end of the market day (1:30pm), tear down your booth, then move your vehicle to the closest available space to load.
13. Read, print and sign separate Policy Statement.

Date application received: _____ Secretary Initials _____

Bracebridge Farmers' Market Policy Statement 2021

1. It is required you be a member of the association to sell at the market. There is a \$10.00 membership fee for each season.
2. No person may sell at the market until a fully completed application to sell has been **approved** by the Board.
3. Guest vendors applications are due by April 15, 2023. Late applications will be considered at the next available opportunity of the board.
4. The booth spaces are approximately 10 feet wide by 10 feet deep.
5. All booth fees must be paid in advance.
6. Location of the booths will be determined by the market manager, with consideration going to Full Time Vendors returning the next consecutive season who have submitted an application and payment by the due date deadline. Vendors returning after one seasonal absence can not displace the Full Time Vendor returning consecutively.
7. Market manager must be notified at the very least, the day prior to market day if not attending. This is a courtesy to the market and manager so that empty spaces may be filled. Sudden absence without notice, or a late arrival (after 7:45am) could result in your space being given to a Guest Vendor for that day.
8. Vendors are responsible for their own booth space and any equipment needed to sell their product. Vendors are also responsible for the clean-up of their booth space at the end of each market day. All trash must be taken with you.
9. Any vendor needing an electrical hookup must indicate this on the application. The market has **VERY LIMITED** access to electrical outlets with priority given to food vendors. Silent battery packs are permitted however noisy generators are **not** permitted.
10. The market carries comprehensive liability insurance; however, all vendors are urged to advise their own insurers of involvement with the market.
11. The following goods are considered to be eligible for selling at the market subject to any federal, provincial or local regulations which may apply: vegetables, honey and maple syrup, fruit and berries, meat, fish, poultry, home baking and preserves, firewood, flowers, plants and shrubs, handmade crafts, eggs (must be graded).
12. Where applicable (home baking for example), a certificate of inspection by Muskoka District Health Unit must be displayed.
13. All growers must produce 70% of their product. For produce, this is to maintain the farm fresh nature of the market while permitting vendors to offer their customers Ontario out of season produce.
14. Only produce grown in Muskoka may be marked with the Muskoka Fresh logo.
15. The market will have the right to deny access to any vendor who does not meet these requirements or any regulations imposed by the federal, provincial, or local governing bodies.
16. The market management will be responsible for the placement of Market advertisement. Advertising and signage at individual booths must be touching the booth and secured in a manner that does not inhibit the flow of pedestrian traffic or compromise customer safety.
17. Individual prices **must** be posted on all items.
18. All products **must** be Ontario grown or produced, unless permitted by the board.
19. All packaged food products **MUST** be labelled according to the Federal Food Inspection Agency, and/or Simcoe District Health Unit guidelines.

20 Discipline will be handled as follows: 1st. a verbal warning with the manager, and one other board member (witness) with a written document signed by the manager and witness. 2nd. a written warning with a description of the infraction and that the next warning will result in eviction, with a signed (by the vendor, manager and witness) copy provided to vendor and board. If the vendor refuses to sign, that is noted on the document. 3rd./final warning (in writing) notifies that the vendor is now evicted with no refund, signed by vendor, manager and 2 board members.

I, _____, have read and understand the Policy statement for the Bracebridge Farmer's Market and will comply with this policy, and all other applicable Federal, Provincial or local regulations. I agree that either my designated helper or I will be present as a vendor at each and every market day that my product(s) are for sale. I will forfeit my rights to sell at the Bracebridge Farmers' Market if I am in non-compliance with the aforementioned policy and regulations. I understand the acceptance of this application is for the 2020 season only and has no bearing on future seasons.

Vendor Signature _____.

Market Official _____

Date: _____.

Date: _____

BRACEBRIDGE FARMERS' MARKET 2021 PRODUCE LIST

Must be completed by all Members applying as a **Producer or Producer/ Re-seller**

Please note: To qualify as a Producer, all items must be 100% grown by you.

Please indicate which Ontario only fruits and vegetables you would like to sell at the market this year. (No produce from outside Ontario will be allowed.) Place a check mark in either the Purchased for Re-Sale or the Self-Grown column. Return this form with your application. If the board does not agree to one or more of the items you want to bring to the market, your application will be returned and may be resubmitted with the indicated changes.

Vegetables Purchased Fruits Purchased

| | For Re-Sale | Self-Grown | | For Re-Sale | Self-Grown |
|-----------------------|-------------|------------|---|-------------|------------|
| Asparagus | () | () | Apples | () | () |
| Beans | () | () | Apricots | () | () |
| Beets | () | () | Blueberries | () | () |
| Broccoli | () | () | -cultivated | () | () |
| Cabbage | () | () | -wild | () | () |
| Carrots | () | () | Cherries | () | () |
| Cauliflower | () | () | Cranberries | () | () |
| Celery | () | () | Currents | () | () |
| Chard | () | () | Gooseberries | () | () |
| Corn | () | () | Grapes | () | () |
| Cucumbers | () | () | Melons | () | () |
| Eggplant | () | () | Nectarines | () | () |
| Garlic | () | () | Peaches | () | () |
| Herbs | () | () | Pears | () | () |
| Leeks | () | () | Plums | () | () |
| Lettuce | () | () | Raspberries | () | () |
| Mushrooms | () | () | Strawberries | () | () |
| Onions | () | () | Thimbleberries | () | () |
| Parsnips | () | () | Blackberries | () | () |
| Peas | () | () | Rhubarb | () | () |
| Peppers | () | () | Other (specify) | | |
| Potatoes | () | () | _____ | () | () |
| Pumpkins | () | () | _____ | () | () |
| Radishes | () | () | _____ | () | () |
| Spinach | () | () | | | |
| Squash | () | () | Flowers | | |
| Tomatoes | () | () | Bedding Plants | () | () |
| Turnip/ Rutabaga | () | () | Other (specify) | | |
| Zucchini | () | () | _____ | () | () |
| Other (specify) _____ | () | () | | | |
| _____ | () | () | location of where you grow your produce _____ | | |
| _____ | () | () | | | |
| _____ | () | () | | | |