

# BRACEBRIDGE FARMERS' MARKET

## Full Time Vendor Application

June 1, thru Oct 5, 2023 unless changed by Province, District Health unit or Town of Bracebridge  
hours of operation are 8:30am-1:30pm

**FULLY COMPLETED Applications will only be accepted by mail**  
**to: 3908 Line 13 North, Oro Medonte L0K 1E0**  
**no later than February 15, 2024**

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 and paid before the deadline of February 15, 2024 and we will notify you (by email) of their decision in due course. Returning Full Time Vendors in good standing will be given the same location as the previous year when possible. All **returning vendor** applications received **after** February 15, 2024 will incur a **\$50. late fee** and a regular location **will not** be guaranteed. There will be no refund for weeks missed due to Provincial, Municipal, or Health Unit recommendation or directives, unless the entire season is cancelled.

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

#of 10'x10' booths requested (max 2 except where grandfathered) \_\_\_\_\_ total fee due \$ \_\_\_\_\_

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

E-Mail (please print clearly) \_\_\_\_\_

Number of years as a member of Bracebridge Farmers Market \_\_\_\_\_ Do you require hydro \_\_\_\_\_

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

Facebook \_\_\_\_\_ Twitter \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

additional items may be listed on back. New Vendors or existing vendors with new products, please include **photo's of your product(s) with an explanation of how the items are made.** The board reserves the right to conduct a site visit to witness how products are made, baked or grown.

**Full Time Vendor booth fee: 1 booth - 10'x10' \$325.00 + \$10.00 membership fee = \$335.00**

**Full Time Vendor 2 booths = 20' x 10' \$525.00 + \$10 membership fee = \$535.00**

Where space is available and with market manager approval an additional shade tent may be placed behind your tent but this area can not be used for display or sales.

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 for Market.

All staff at alcohol Vendor booths **MUST** have their Smart Serve Cards. Attach a copy of the card(s).

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 or beverages of any kind must adhere to 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 Vendors wishing to sell prepared or processed food must have a Food Handler Certificate from a public health unit prior to attending the market. **All applicable certificates must be laminated and openly displayed at every market.**

Any vendor not displaying all necessary permits or affixing required labelling while selling, will be ejected from all future markets without reimbursement.

Category 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.

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.

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) \_\_\_\_\_

Payment by cheque to; Bracebridge Farmers Market, or  
via e-transfer to [bracebridgefarmersmarket@yahoo.ca](mailto:bracebridgefarmersmarket@yahoo.ca)

if paying by e-transfer please wait until notified of acceptance. Please use memo area to include your business name and applicant's name on all cheques and e-transfers

Vendors are not to start packing up their booth until after 1:30pm

Business/Farm Mailing Address \_\_\_\_\_

## 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 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. Payment for total fees owing as cash or cheque made out to the Bracebridge Farmers' Market (dated no later than March 1, 2024, e-transfer please wait for notification of acceptance.  
Applications may be submitted as a complete package by mail to 3908 Line 13 North, Oro Medonte L0K 1E0
10. inspection will be conducted (at random) by the Market Manager and at least one other member of the board 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 of your person, booth, and/or products on our website or in other forms of advertising for the Market. Initial \_\_\_\_\_.
12. Your booth must be up and ready for the start of business at 8:30am. Do Not tear down your booth before the end of the market at 1:30pm. Tearing down early without prior market manager approval may result in a warning.
13. Read, print and sign separate Policy Statement.

Refunds requested before April 30th, 2024 will be subject to an administration fee of \$20.00

No refunds will be issued after May 1st, 2024

# 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. New vendors applying after the February 15, 2024 application deadline **may** be granted a **guest** spot at the discretion of the market board which may take 4-6 weeks once the application deadline has passed. Guest vendors may request multiple dates but may not be approved for all dates. All products may or may not be approved for all dates.
4. The booth spaces are approximately 10 feet wide by 10 feet deep. Where space is available and with market manager approval a shade tent may be placed behind your tent. This shade tent can not be used for sales or display purposes.
5. All booth fees shall be paid in advance of start date. Request for instalment payments by Full Time Vendors will be considered at the discretion of the market board.
6. Location of the booths will be determined by the market manager, with consideration going to Full Time Vendors returning the next consecutive season, with payment up to date and application received on or before the application deadline. Vendors returning after one seasonal absence can not displace the Full Time Vendor returning consecutively.
7. Market manager must be notified 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.
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. Portable silent battery packs are permitted. Loud 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: **Ontario only:** vegetables, honey and maple syrup, fruit and berries, home baking and preserves, firewood, flowers, plants and shrubs, handmade crafts, eggs (must be graded), meat, fish, poultry (must be processed and stamped at inspected facilities governed by the food inspection agency),
12. Where applicable (home baking for example), a certificate of inspection by Simcoe Muskoka District Health Unit must be displayed. All packaged products must be labelled with business name and contact information as well as any requirements of the Canada Food Inspection Agency and Simcoe Muskoka District Health Unit.
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 out of season Ontario produce. Requests for exemptions must be made 3 days in advance.
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 approved by the board. 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 produce must be **Ontario grown or produced**.
19. 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. a final written warning that the vendor is now evicted with no refund, signed by vendor, manager and 2 board members.
20. 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 2023 season only and has no bearing on future seasons.

Vendor Signature \_\_\_\_\_.

Market Official \_\_\_\_\_

Date: \_\_\_\_\_.

Date:

## BRACEBRIDGE FARMERS' MARKET 2020 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) _____	()	()			

Address of farm/property where self grown produce is grown \_\_\_\_\_

\_\_\_\_\_      ()      ()  
 \_\_\_\_\_      ()      ()

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