



## Sherwood Park Farmers' Market CANADA DAY 2017 Vendor Application



Thank you for your interest in being a vendor in the Canada Day Farmers Market hosted by the Sherwood Park Farmers' Market

Complete applications, any applicable documentations and monies are to be submitted to the Market Manager **no later than June 21<sup>st</sup>** . Payment must be via cash or cheque only. Please make all cheques payable to "The Sherwood Park Farmers Market".

If you are a food vendor or your company is considered "Organic" please ensure that you enclose ALL appropriate food handling permits and or appropriate supporting documentation.

From time to time pictures may be taken during market hours for use of advertising, marketing. By signing this application form, you acknowledge that you are willing to have pictures of your products places on our website or any other means of advertising.

At the Sherwood Park Farmers Market, we encourage vendors to carry their own liability insurance. If you do not have insurance, the attached waiver form **MUST** be signed and submitted with your application.

1. **The cost is \$60.00 PER STALL.** (For all year-round vendors: your 1<sup>st</sup> stall is included in your yearly rate. 2<sup>nd</sup> or more stalls are \$60.00 each)
2. Duration of the market is 10 – 5 pm.  
There will be NO vehicle access between 9:00 am – 5:00 pm.
3. Stall size – 10' deep x 10'
4. Maximum of four (4) stalls allowed per vendor
5. Your deposit will be refunded, should you not be accepted as a vendor.
6. There are **NO REFUNDS** once your application is accepted by the Sherwood Park Farmers' Market.
7. Cheques made payable to the **Sherwood Park Farmers' Market**

If you have any questions, or concerns, you may contact the Farmers Market Manager @ 780-464-3354, or email [sherwoodparkfarmersmarket@gmail.com](mailto:sherwoodparkfarmersmarket@gmail.com)

**SPFM Board reserves the right to limit market size and to reject applications with or without reason. Decisions of the Sherwood Park Farmers' Market Executive/Vendor Committee are final.**



**Sherwood Park Farmers' Market  
CANADA DAY 2017  
Vendor Application**



**Please Print**

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

First & Last Name: \_\_\_\_\_

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

Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone #: \_\_\_\_\_ Website: \_\_\_\_\_ Twitter: \_\_\_\_\_

Facebook: \_\_\_\_\_ Is power required?  Yes  No

**Products:** Please provide a detailed listing.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Permission is given to the SPFM Market Manager/Society to disclose my name, company name and/or telephone number to persons inquiring about my products  Yes  No

I certify that I have read, understand and agree to comply with all Market Rules and Regulations as specified by the Sherwood Park Farmers' Market Executive as per attached list, and understand failure to abide by the rules may result in removal from the market.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this page, your payment of \$60.00, food safe certificate (if applicable) & insurance waiver (or copy of current insurance policy) to:

Sherwood Park Farmers Market  
PO Box 57062  
Sherwood Park, AB T8A 0Y0

## WAIVER

In consideration of being allowed to use the facilities of the Sherwood Park Farmers' Market Society and the Sherwood Park Farmers' Market, located at the Sherwood Park Community Center and parking lot, we the undersigned, hereby agree to the following:

To waive any and all claims that we,

**Name(s)** (Must include all participating vendors):

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**Business (operating) Name:** \_\_\_\_\_

may have against the Sherwood Park Farmers' Market Society and the Sherwood Park Farmers' Market located at the Sherwood Park Community Centre and parking lot, its directors and officers, employees, agents, representatives and volunteers.

To release from any and all liability for any loss, damage, injury or expense that occurs out of the use of any of the facilities of the Sherwood Park Farmers' Market Society and the Sherwood Park Farmers' Market, located at the Sherwood Park Community Centre and parking lot, by the above-named Vendor, their family, their employees or volunteer participants.

To hold harmless and indemnify the Sherwood Park Farmers' Market Society and the Sherwood Park Farmers' Market, located at Sherwood Park Community Centre and parking lot, from any and all liability for any property damage, personal injury to any third party or other financial loss or expense, including legal expense and costs of a solicitor-and-his-own-client full indemnity basis, resulting from the participation in any event to be held on the facilities of the Sherwood Park Farmers' Market Society and the Sherwood Park Farmers' Market, located at the Sherwood Park Community Centre and parking lot.

We, the undersigned, hereby acknowledge that we have read the foregoing and understand its content, import and meaning.

**Participant's Name** (please print)

**Witness's Name** (please print)

\_\_\_\_\_  
**Participant's Signature** (on behalf of all participating vendors listed above)

\_\_\_\_\_  
**Witness's Signature**

\_\_\_\_\_  
**Date:**

\_\_\_\_\_  
**Date:**

The signed Waiver must be returned with the application form, or proof of Liability Insurance **must** be sent in lieu of Waiver.

**Sherwood Park Farmers' Market Society**  
**Vendor Rules and Regulations/Guidelines**

1. Vendors are accepted based on the items approved as listed on the application form, and as such may only sell approved items. Any changes or additions to product lines must be given to the Market Manager in writing for approval by the vendor committee.
2. B.C. Fruit Vendors: may sell only B.C. Fruit. Fruit from any other province or state is not allowed. B.C. Fruit vendors must have inspection slips available at each market. A release permit for inter-provincial transport of B.C. Fruit must be obtained by vendors transporting their own fruit, and be produced as requested by the Market Manager. Interprovincial trade of fruit requires an inspection certificate and proper labelling.
3. Food vendors are responsible for complying with applicable health regulations.
4. Vendor tables are subject to inspection by Alberta Agriculture and Forestry, AFMA (Alberta Farmers' Market Association) and Alberta Health Services (AHS) without notice. Any vendor found not to be in compliance with Alberta Health Services will be immediately removed from the market and any monies paid will be forfeited.
5. All prepared food items must be labeled as identified in health regulations.
6. Vendors providing samples must supply garbage containers in a location easily visible and accessible to customers.
7. Vendors must remove all garbage including bags, boxes, and refuse from produce. All vendors are responsible for cleaning up their stall area.
8. Vendors may not loan, give or sublease the stall(s) assigned to them.
9. Vendors are required to be in place by 9:00am and ready to operate by 9:45am. Late vendors are required to check in with the Market Manager unless previous arrangements have been made with the Market Manger. Please note that there is NO vehicle access after 9:00 am
10. Public selling begins at 10:00 am. This excludes sales from vendor to vendor.
11. Public selling ends promptly at 5:00 pm. Vendors are not to take down their stall prior to 5:00 pm, unless otherwise specified by the Market Manager
12. Vendors are required to provide all things necessary to sell at the market. We do not supply tent, tables or chairs. All tents, tables and displays must fit within the designated 10 x 10 area. Vendors using more than the allotted space will be charged for a 2<sup>nd</sup> stall.

13. Vendors are expected to behave in an ethical & professional manner at all times. Failure to do so will result in an automatic expulsion and all monies forfeited. Any complaints received concerning unprofessional conduct, including but not limited to the use of profane language, smoking, cleanliness of the vendor or vendors' product will be considered grounds for dismissal from the Market. Insubordination, the consumption of alcohol, drugs or fighting during the market will be grounds for immediate dismissal. Expulsion from the Farmers' Market will also result in the expulsion from all events sponsored by the Sherwood Park Farmers Market Society.
14. Disputes among vendors and/or customers must be brought to the Market Manager.
15. Vendors may address complaints concerning the market, its operation, and rules to the Market Manager. If there is an unsatisfactory resolution of the concern(s), please email your concerns, and steps undertaken for resolution, to the Sherwood Park Farmers' Market Board Executive.
16. Failure to comply with Market Rules & Regulations may result in, and not necessarily in this order: a written warning; forfeiture of monies; and/or a \$50.00 charge. All decisions made by the Sherwood Park Farmers Market Society appointed Farmers' Market Manager are final.

Note: The Sherwood Park Farmers Market Board & its Market Manager reserve the right to change, interpret and enforce these policies and guidelines as deemed necessary to maintain consistency and individuality of the market for the benefit of all served by the market.

Market Manager Email: [sherwoodparkfarmersmarket@gmail.com](mailto:sherwoodparkfarmersmarket@gmail.com)  
Phone # 780-464-3354