



# 2016-17 CANNERY FARMERS' MARKET VENDOR APPLICATION

Application Date: \_\_\_\_\_

New Vendor  Previous Vendor

Contact Person: \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_

Website: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

On-site contact name & phone (if different from above): \_\_\_\_\_

FARMER  FOOD VENDOR  ARTISAN  NON-PROFIT COMMUNITY GROUP

Please describe the products you will be selling. Attach a separate sheet, if necessary.

*All applicants are subject to approval. All food vendors must review and abide by the Guideline for Sale of Food at Temporary Food Markets available on our website. Please contact Vancouver Coastal Health for more information.*

## SELECT YOUR RATE AND DATE(S):

<b>Full Season</b>	\$36 per market X 12 markets	Total due:	\$ _____
<b>Single Market</b>	\$45 per market X _____ markets		\$ _____
<b>Non- Profit</b>	\$20 per market X _____ markets		\$ _____

**TOTAL PAYMENT DUE WITH APPLICATION**      *NSF cheques subject to a \$50 charge.*

Full Season - All 12 Dates <input type="checkbox"/>			
November 6 <input type="checkbox"/>	November 20 <input type="checkbox"/>	February 12 <input type="checkbox"/>	February 26 <input type="checkbox"/>
December 4 <input type="checkbox"/>	December 11 <input type="checkbox"/>	December 18 <input type="checkbox"/>	March 12 <input type="checkbox"/>
January 29 <input type="checkbox"/>		April 9 <input type="checkbox"/>	April 23 <input type="checkbox"/>

I would like to be:  INSIDE (6' x 2.5' table and 2 chairs provided)  OUTSIDE (provide own tent, table & chairs - max. 10' x 10')

## Submit your application at:

The Gulf of Georgia Cannery Society, 12138 Fourth Avenue, Richmond BC V7E 3J1 Attn: Market Manager

Or by e-mail to: [market.manager@gogcannery.org](mailto:market.manager@gogcannery.org)

## Only completed applications will be processed. Be sure to include:

- Completed Application Form
- Copy of Health Department Temporary Food Service or High-Risk Food Application
- Full Payment – Credit card authorization or cheque payable to the Gulf of Georgia Cannery Society
- Signed Statement of Insurance form
- Signed Rules & Regulations form

### Staff Use Only

Vendor List     Vendor Fees     Market Day List     Market write up list

# Cannery Farmer's Market (CFM) Regulations

The Cannery Farmers' Market (CFM) aims to:

- provide farmers and artisans with the opportunity to promote their products
- give market customers access to local, home grown, and/or hand-made products
- raise awareness of the Gulf of Georgia National Historic Site and its history
- create a positive experience for all involved - vendors, customers, volunteers, merchants, the community

## Vendors of the CFM must agree to the following regulations:

1. **Approved Goods** - Sell only approved goods that adhere to the "Make it, Bake it, Grow it, Catch it" philosophy of the CFM (local, hand-made, or home-grown products). All items for sale must be approved by the Market Manager. New items can only be introduced with prior approval of the Market Manager. A limited number of tables may be allocated for Community Information or special features.
2. **Vendor Selection** - Recognize that the Gulf of Georgia Cannery Society has sole discretion over vendor selection. Vendor selection occurs annually and preference is given to agricultural products and full season vendors. The CFM reserves the right to accept only one same-product vendor. No vendor will have guaranteed return rights from year to year.
3. **Health Laws** - Strictly adhere to Vancouver Coastal Health laws, rules and regulations when selling food or food products. It is the responsibility of all vendors to obtain and display all appropriate permits and / or licenses and certificates. All food handlers, including produce vendors who offer samples to the public, must submit a copy of a Food Safe Level 1 certificate/Market Safe or higher before participating in the CFM. Health officials will attend the CFM regularly to ensure compliance and any vendor found in non-compliance may be fined by the Health Department. The CFM takes no responsibility if you are fined or not allowed to sell at our market by Vancouver Coastal Health.
4. **Liquor Laws** – It is the responsibility of all vendors to obtain the necessary approval from the LCLB prior to the market. The CFM takes no responsibility if you are fined or not allowed to sell at our market by LCLB.
5. **Space Usage** - Confine your products and displays to the space assigned by the Market Manager. Site layout may vary from week to week and vendors are not guaranteed the same site and layout each week. The spaces and layout have been carefully and thoughtfully planned prior to each market day, taking into consideration product type and mix, customer flow and special promotions and events. )One indoor stall is confined to the 6'x2.5' table provided. One outdoor stall is 10'X10')
6. **Signage** - Merchandize the table and space using well-displayed products and visible signs. The signs must include the business name and location, and item names and prices must be clearly marked.
7. **Pets** – Pet are not allowed into the Cannery with the exception of service animals.
8. **Set up** - Arrive between 8:30 and 9:00 am on market days and to have set-up complete by 9:45 am. Vendors must be ready to sell goods by 10:00 am when the Gulf of Georgia Cannery whistle blows.
9. **Electrical** – Discuss any electrical equipment or needs with the Market Manager. This may impact your location – not all tables will have easy access to electricity.
10. **Hanging Materials** - Refrain from using pins, nails, or glue on Cannery structures, exhibits or other property (String and bungee cords work well. Painter's tape may be used in selected areas with permission).

11. **Table Housekeeping** – Ensure that the area around your table is safe and aisles are accessible (e.g., no candles, no cords in the pedestrian area, no goods stacked precariously). Please keep the area clean and to remove all litter from your area at the end of the day.
12. **Smoking and Alcohol** – Consuming of alcoholic beverages or smoking is strictly prohibited at your booth. Smoking is not permitted on Cannery property at any time.
13. **Security** - Secure your products / items at all times. The CFM is not responsible for lost, stolen or damaged items. If you leave your stall for any reason, it is your responsibility to arrange for someone to watch over your products.
14. **Professionalism** – Ensure that your booth is attended for the entire period between 10:00 am and 3:00 pm. (In the event that you sell all your goods, you may leave your stall with a “Sold Out” sign.) Please behave in a professional, polite and respectful manner toward visitors and other vendors. This includes, but is not limited to avoiding profane language, high pressure sales tactics, collusion or deceptive price practices, pressuring other vendors to change their prices, and public criticism of the CFM.
15. **Parking** - Adhere to parking restrictions in and around our site. Parking passes are provided to full season vendors only. Paid parking is available in the Cannery lot. Free parking is available a few blocks away on Chatham Street.
16. **Take down** - Pack up your display before retrieving your vehicle at the end of a market day. There is very limited space in the loading area. Vehicles will not be allowed near the Market loading area until 15 minutes after closing.
17. **Cancellations** – Notify the Market Manager (market.manager@gogcannery.ca) as soon as possible if you are unable to attend a market.
18. **Refunds** - Fees of accepted vendors are non-refundable unless exceptional circumstances apply (e.g., crop failures, a documented medical condition) and only at the discretion of the Market Manager. Fees for applicants who are not accepted will not be processed and will be returned.
19. **Vendor Handbook** - To read and abide by the full market rules as detailed in the Handbook for Vendors available at: <http://canneryfarmersmarket.org>

I have carefully read and understood the full CFM Regulations and hereby agree to abide and adhere to them:

I, \_\_\_\_\_ agree to the terms, conditions and rules set forth in this agreement including the said Agreement, Regulations, and Insurance document.

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

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



## Cannery Farmer's Market (CFM) Statement of Insurance

### Uninsured - complete this section:

I, the undersigned, acknowledge that the Gulf of Georgia Cannery Society, doing business as the Cannery Farmers' Market, requires and recommends that all participants and vendors have commercial general liability and personal injury insurance; however, as consideration for the privilege of the use herein granted by the Cannery Farmers' Market, wish to freely enter into the following agreement:

1. Indemnification and Hold Harmless. The undersigned hereby agrees to protect, defend, indemnify and hold harmless the Cannery Farmers' Market and its board, officers, agents, employees and volunteers from and against all liabilities, obligations, claims, damages, penalties, causes of action, judgements and expenses (including, without limitation, actual attorney fees and expenses) imposed on or incurred by or asserted against the Cannery Farmers' Market by the undersigned.

2. Duty to Exercise Reasonable Care. The undersigned hereby expressly acknowledges their duty to exercise reasonable care while at the Cannery Farmers' Market.

3. Waivers and Releases. To the extent the above provisions do not cover a contingency, the undersigned hereby expressly agrees to waive and release the Cannery Farmers' Market and its assigns from any and all claims, obligations, direct or indirect, known or unknown, that the undersigned may have against the Cannery Farmers' Market or its assigns. The undersigned hereby acknowledges the relinquishment of any and all past, present and future rights, potential or real, as they may lie against the Cannery Farmers' Market.

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

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

**OR**

### INSURED - complete this section

I, \_\_\_\_\_, from \_\_\_\_\_  
(Full name) (Company, farm, etc.)

hereby confirm that I have personal injury insurance and commercial general liability of a minimum \$2 million. I have enclosed a certificate of insurance naming the Gulf of Georgia Cannery Society as **additional insured.**

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

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





## Cannery Farmers' Market Vendor – Credit Card Authorization

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

I, \_\_\_\_\_  
(First Name) (Last Name)

authorize payment on my credit card for charges for vendor space at the Cannery Farmers' Market.

Total Amount: \$ \_\_\_\_\_

Type of Card: \_\_\_\_\_

Credit card Number: \_\_\_\_\_

Name on the Card: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

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

Return with your application to [market.manager@gogcannery.org](mailto:market.manager@gogcannery.org)