

Casual Vendor Application  
Tatamagouche Farmer's Market

Vendor Name:

Business Name:

Mailing Address:

Telephone:

Email:

Website, if applicable:

List and describe the products you propose to sell. *(If more than one product, list them in order of greatest to least space they will occupy at your booth.)*

Why are you interested in coming to our Market?

How will your booth and your offerings improve the Farmers' Market experience for our customers?

Return page 1 and 2 to the Market Manager. By submitting this application (on paper or by email) you agree that you have read our Market Policies (below) and will abide by them.

## Excerpts from the Market Policies, Tatamagouche Farmers' Market

### **Table Space**

Space is assigned by the Market Manager. This individual is an agent of the Board of Directors. Situations not clearly defined by the guidelines shall be referred to the Board of Directors for clarification and guidance.

**Part Time Vendors:** Space will be allocated on a first-come basis using the framework laid out in the Provincial Guidelines for Farmers' Markets. i.e., six food vendors for every one non-food vendor. New or part time vendors may experience a waiting list during the season.

**Full Time Vendors:** Are vendors who commit to attending the Market every week. Full time vendors must commit to attending the market during the primary season of their product.

### **Products**

The objective of the Tatamagouche Farmers' Market Co-operative Ltd is to provide a venue for a "Community Market which promotes local farm products, food and artisans". Flea market type tables or items mass produced and commercially available do not reflect the spirit and objectives of the Farmers' Market. As a general guideline "Local, home grown, home cooked, hand made or locally produced" should apply.

Vendors will not normally sell goods that have been made by others. Manufactured goods will not be permitted. Adding some small measure of value to manufactured goods (i.e., personalising key chains) does not qualify.

Vendors may sell outside goods if

- they complement the vendor's usual offerings
- are not a significant part, i.e., soap holders, candle holders
- are of acceptable quality for the TFM.
- have been approved by the Market Manager

### **Market Operations**

The Market Manager and the Board will oversee the operations of the TFM.

On market day the Manager's decisions are considered to be final and binding. All vendors will respect this. Matters may be raised with the Manager and the Board at a later date. Smooth operation of the market is paramount.

Vendors may appeal a decision or bring other matters to the attention of the Board by providing a written statement or request to the Secretary. All such matters will be addressed in a timely manner by the Board.

### **Maintaining a Balanced Market**

It is essential that the TFM continue to supply a good variety of the goods and services that the public expects at a Farmers' Market. The Market Manager's choice of vendors and their goods is essential in accomplishing this.

The Market Manager has the responsibility of supervising the selection of casual vendors from week to week, and for ensuring that Vendors' and Members' goods meet these standards.

Vendors and Members must secure the approval of the Market Manager for any new lines they propose to offer. An extension to an existing line would not normally need approval.

### **Personal Responsibility**

Food vendors must comply with the regulations in the Food Safety Guidelines for Public Markets issued by the Nova Scotia Department of Agriculture, and available here:

<http://gov.ns.ca/agri/foodsafety/policies/publicmarketguide.shtml>.

All vendors are responsible for guaranteeing that their products comply with applicable health and safety regulations.

Vendors who prepare food or provide food samples at the Market must follow the procedures listed in the above guidelines.

Schedule "A" vendors (from the Food Safety Guidelines) must have a Public Market Vendors Permit, which must be displayed at the booth.

### **Table & Signage**

Booths and tables will be dressed in good taste. Tables should be skirted or covered with long-draping tablecloths. Vendors should consider innovative displays, and the use of multiple levels. Crowded and confusing displays lower the tone of the whole "neighbourhood".

Signage should be attractive and discreet, and should not overpower the look of neighbouring booths. It should complement the overall "look and feel" of the TFM.

Vendors with access to electrical service must not overwhelm the breakers. The use of multiple outlet extensions (octopus plugs) contravenes electrical codes and is not permitted. Cords on the floor must be

secured with approved coverings. If the electrical supply is insufficient for a vendor's needs, this should be brought to the attention of the Market Manager.

It is recognised that vendors can not control the behaviour of their customers, but vendors should be mindful of the effect of their customers on neighbouring booths. This is especially true for vendors who prepare food or routinely have customers waiting to be served. Vendors should try and discourage customers from clogging the aisles.

Vendors must show respect for the customers and must conduct themselves in a professional manner with customers and other vendors. Abusive behaviour will not be tolerated.

Vendors must not interfere with customers being served at another booth.

The Market Manager and the Board may offer advice and assistance to vendors on these matters.

### **Competition & Copying**

It is important for the reputation of the market that there be a variety of goods on offer. It is important also that vendors should feel secure in developing new and innovative products without fear of having them copied and thus losing sales.

It is bad form for vendors to copy the styles, packaging or product lines of another vendor. The Market Manager may require a vendor to cease selling goods that have obviously been copied in style, design or execution from another vendor.

### **Parking**

It is important that the parking spaces near the market be left available for market customers. Vendors will be expected to park their cars in locations designated by the Market Manager.

### **Bio-Solids**

The Tatamagouche Farmers' Market Co-op does not support the use of biosolids as an aid to growing food crops. Primary producers will not offer for sale any food produce or food products to which biosolid fertilizer has been applied.