



Creston Valley Food Action Coalition Farmers' Market Rules and Regulations

Our market is made up of a diverse selection of seasonal local produce available from May – December, an array of hand-made goods, tasty home baking, gourmet food, local meat and dairy products. We pride ourselves on the quality and diversity of goods we provide our customers, and respectfully request that all vendors follow the below stated guidelines.

Applying to the market:

1. All items must be **made, baked or grown** locally. No reselling of items (unless first approved by Creston Valley Farmers' Market Committee).
2. Preference will be given to Creston Valley vendors.
3. Potential vendors must submit application and be notified of acceptance before attendance at first market. (Allow minimum of one week).
4. Vendors are only allowed to sell the items listed in their application form. Any changes must be made **IN ADVANCE**.
5. There is an annual \$10.00 market membership fee to cover BCAFV Insurance & application fee, payable with first stall fee payment.
6. A \$40 charge will be applied to NSF cheques received from vendors of the CVFM.
7. Non-profits NOT selling items will be provided stall free of charge; non-profits selling items (i.e. baking) will be charged regular stall prices.

Stall Selection, Agreements & Procedures

8. Those who have paid an advance fee at least one week prior to start of each market day get to select their stall. Those who provide less than one week notice are assigned a stall.
9. If a vendor is unable to attend the Market he/she must advise the Market Manager of this change in **writing** (email or letter). In the event of an emergency call the Market Manager's cell phone at **(250) 977-5362**. For any unforeseen circumstances that happen during Market hours please see the Market Manager.
10. **No refunds** will be issued for non-usage of stall(s) or cancellation of contract.
11. **No subletting** of vendors stalls is permitted.
12. Sharing of booths is permitted. Each vendor must apply and be approved individually to become market vendors (and each pay \$10 membership fee), and then submit a booth-sharing request in writing.
13. Stall fees will be collected at the market for 'drop in' vendors.
14. All vendors must be set-up at least 15 minutes prior to the market opening, and **must** stay set up until the end of the market. If sold out- place a 'sold' sign at booth and return **immediately** after market close to clean up.
15. All persons occupying stall spaces are **SOLELY** responsible for keeping their stall space and surrounding area clean and tidy during and upon departure of The Market.
16. All awnings and tents shall be properly secured as best possible.
17. A limited number of tents and tables are available for vendors to rent. They are available on a first-come first-serve basis on market days.

At the Market

18. Parking: Vendor vehicles must be parked within designated areas as indicated (you want to leave the premium spots for customers to make it EASY for them to buy your products!):
 - a. Millennium Park: behind the shed at the back of the market
 - b. Spirit Square: parking lot in alleyway. Vehicles **MUST NOT** park in Credit Union, Shoppers, Post Office or other spots specifically designated by downtown businesses.
 - c. Morris Greenhouse: **NOT** in front, park in back of greenhouse or on road.
19. All vehicles must be parked 15 minutes before market opening.

20. THERE IS ABSOLUTELY NO SMOKING AT THE MARKET SITE AT ANYTIME.
21. Dogs are not permitted in the market due to health guidelines. Assistance dogs are permitted.
22. Any vendor providing samples must provide a waste basket and is responsible for disposing of it outside the market. **Trash bins at the market are for customer use only.**

Health guidelines, Marketing boards & Certification

23. Each vendor will be responsible for providing notice to the Market Manager and their customers that they have met health regulations and guidelines. If they do not have proof of acceptance of following or adhering to health guidelines, they will have to leave the market immediately or stop selling or displaying the item(s) of concern. Some issues may need to be verified with the local Health Inspector with notice of decision shared with the Market Manager.
24. Vendors selling products do so at their own risk regarding marketing boards.
25. Vendors selling produce labeled as organically grown must be CERTIFIED. A certification must be displayed at the front of their booth or stall.

Market Management

26. All concerns, conflicts and issues need to be addressed to the Market Manager as soon as possible after something has occurred that needs attention. Or, if a vendor has a concern with the way the Market Manager is handling an issue, they can present a letter of concern to the CVFAC FM Committee via e-mail or written letter. This should be sent to: Len Parkin 5492 Hwy 3A Wynndel, BC V0B 2N2 or to lenparkin@telus.net
27. All vendors must sign the contract of intention and clarification of acceptance of these rules and regulations for the CVFAC FM as set out on the vendor application form.
28. The Market Manager will be on-site at least one hour before the market opens on market day and will remain until at least 30 minutes after the market day is complete and everything is cleaned up.
29. The Market Manager reserves the right to limit the sale of any commodity and has the right to remove anyone who refuses to abide by these RULES OF OPERATION.
30. The Market and Manager are not responsible for lost, stolen or damaged articles or money.
31. The Market Manager has the right to escalate any rule violation to the local RCMP and ask for "Peace Officer Role" support.

Vendors Meetings

The Farmers' Market Committee hosts seasonal vendors meetings, and encourages all vendors to come out! Special topics to help vendors plan their businesses, displays and other potential topics will be discussed. Watch for details in the coming months.

Location: College of the Rockies, Greenhouse Classroom

Time: 6:30pm – 8:30pm

Dates: Thursday, April 7, Thursday June 15th, and Thursday September 8th

FAILURE TO COMPLY WITH MARKET RULES & REGULATIONS:

Infraction may result in: a verbal and/or written warning; and/or loss of permanent or weekly stall(s). Loss of permanent or weekly stall(s) will result in all monies being forfeited. All decisions made by the Committee and Farmers' Market Manager are final.

NOTE: THE FARMERS' MARKET COMMITTEE RESERVES 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.