**2019 Main Street Markham Farmers’ Market**

**Rules and Regulations Agreement**

**Farmers’ Market Information**

The Main Street Markham Farmers’ Market is open every Saturday from May 11th to October 12th 2019 from 8am to 1pm.

The Market is located on Robinson Street between Main Street Markham and Water Street. Vendor booths are set up on either side of the street.

**Vendor Information**

The Main Street Markham Farmers’ Market is open to all vendors who grow, make and sell products. This market has no exclusivities, no exemptions or restrictions to the type or amount of similar or shared products between vendors. All competition is welcome and equal. We will do our best to ensure a vendor of similar product is not directly beside you when possible.

To join the Main Street Markham Farmers’ Market, each vendor must complete an application online at [www.mainstreetmarkham.com](http://www.mainstreetmarkham.com). Applications will be reviewed and approved by the Market Manager and vendors will be notified and issued an invoice as soon as possible.

No vendor will be permitted to participate in the Market without a complete and approved application and full payment at least one week prior to the requested market date.

Payments may be made in cash or cheque made payable to ‘Markham Village BIA’ and mailed or delivered to: Markham Village BIA, 132 Robinson Street, Markham, L3P 5H5.

NSF Cheques will have a surcharge of $30.00. The Main Street Markham Farmers’ Market will not accept any applications or fee payments on Market days. Non-registered vendors are not permitted and must leave the market if this does occur.

Your Market fee is a contribution toward market management, promotion, advertising and permitting of the market. There will be NO REFUNDS in part or in full after May 1, 2019.

Vendors are responsible for obtaining all necessary licenses, permits, inspections, and certificates for the sale of their products ensuring they are compliant with applicable municipal, regional, provincial, and federal regulations related to food products...etc.

**Day of Market**

* Vendors are to arrive with sufficient time to be fully set up by 8am for customers.
* Vendors must remain open for sale until 1pm.
* This is a rain or shine market, vendors must remain open unless the Market Manager says otherwise due to severe weather.
* Vendors are responsible for bringing all of their own equipment (Tent, table, chairs, weights, displays and cash boxes...etc.) unless tent is rented.

**Vendor Space**

All Vendors will be assigned a space at the market depending on their needs and commitment to the market by the Market Manager.

Vendors are requested to display the prices of their products/services.

Each vendor is provided a 10’ x 10’ space for a single booth or 10’ x 20’ for a double booth. Each vendor is responsible to provide and set up their own table, chairs, and tent (if wanted). Tents may be rented for $8.85 plus taxes per market day. This must be arranged and paid in full one week in advance of the selected market day.

Vendors may also rent electricity at the cost of $8.85 plus taxes per market day. It is the responsibility of the vendor to provide their own extension cord (20 feet plus minimum).

**General Rules**

No Smoking within the Farmers’ Market space during hours of 7am and 2pm on every Saturday.

All equipment / set up must remain within your allocated vendor space.

**Cancellation Policy**

There are NO REFUNDS in full or in part after May 1st 2019.

If a vendor is unable to attend a particular week, they are required to give notice to the Market Manager, a minimum of 1 week in advance. An alternate date may be arranged if available. ‘No shows’ will result in an additional charge of $10 to be paid within 1 week. If a vendor has multiple ‘no shows’ without sufficient notice, the market manager may ask the vendor to leave the market for the remainder of the season.

**Non-Profits, Community Groups and Service Club Participation**

Non-Profits, Community Groups and Service Clubs will be permitted a single booth space (if available) at no cost. Each group will be allocated a space at the discretion of the Market Manager for promotion, education purposes and sale of products to raise funds for charitable purposes. A limited number of weeks may be determined by the Market Manager. Each group is required to provide 1 week notice with a complete application form to participate.

**BIA Member Participation**

A member of the BIA is eligible to have a single booth space at no cost. They are required to give 1 week notice if they wish to participate.

**Contact Information**

Market Manager - Brian Rowsell, itsthecatsmeowcafe@gmail.com

BIA Marketing Director - Victoria Campbell, info@mainstreetmarkham.com