



Avon Community Farmers' Market Vendor Application and Agreement 2024

Please review the Vendor Handbook and FAQ prior to completing your application.

Name _____ Phone _____

Business Name _____

Street/No _____ City/Community _____

Email: _____ Website: _____

Other Markets and Events Attending in 2024 _____

How did you hear about our Market?

- Facebook
- Instagram
- ACFM Website
- Word of Mouth
- Vendor Referral (Please let us know who so we can thank them: _____)
- Other: _____

I am applying as a (check one):

- Seasonal Vendor (I will attend every Sunday market)
- Occasional Vendor (I will attend occasionally and book in advance with Market Manager)
- Youth Entrepreneur Vendor

If occasional, please indicate the Sunday date(s) that you are interested in attending.

Please indicate the vendor category you fall under:

- Primary (Vegetable, Fruit, Meat raised by you, Eggs, Floral grown by you,)
- Secondary (Prepared Food, Baking, Artisans, Crafters, etc.)

If applicable, Farm Acreage under Cultivation: _____



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Please describe your products and space requirements (let us know if you require an electrical connection as these are limited to food vendors):

Inclusion of BIPOC and LGBTQ2S+ community members is part of our developing mission as a community market. If you feel comfortable doing so, please include anything you would like us to know about your background that has brought you to this point in running your business.

Vendors agree with the following:

1. To pay all fees as set out in the Avon Community Farmers' Market Vendor Handbook.
2. To read the Vendor Handbook and abide by the policies and procedures for the market.
3. Understand that other vendors may sell products similar to yours.
4. To report any changes or additions to your product selection to the Market Manager for approval before bringing them to market.
5. To support the Market and its vendors by meeting attendance requirements.
6. To notify the Market Manager of any planned absences.
7. Understand that vendor approval is personal. If the ownership of your business changes, it will be necessary for a new vendor application to be filed. The fact that the business previously had a space does not guarantee that a space will be available or granted when the new application is received by the market.
8. To share any concerns or suggestions with the Market Manager in the spirit of cooperation,



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and with the intention to improve the quality of the market for you and others.

Food vendors (includes all food – farmers, prepared food, bakers, and drinks

I have read, signed, and attached a copy of the Food Vending Checklist and have included a copy of my Food Safety Handlers certificate with this application (or emailed to avoncommunitymarket@gmail.com).

- Yes
- Not applicable (not a food vendor)

Social Media Consent:

1. The Market will take photos and/or videos on Market day and these may be posted on our social media and website. Please advise staff if you wish to only have your product featured.
2. We will post the vendor list on our social media each week.
3. Please check off each item that we may share in our social media: I hereby authorize the use of my (check all that apply):

Name Business Name Product List Social Media Links

I understand that I can revoke this authorization to post information by delivering notice in writing to the Avon Community Farmers' Market.

With the exception of the above social media information, Avon Community Farmers' Market will not share vendor contact information with outside parties unless legally required to do so, e.g. food inspector(s) and other legal requests.

I have read the Avon Community Farmers' Market Vendor Handbook, and understand and agree to all applicable policies, procedures, and regulations. I will also ensure any representative for our business at the market will be aware of the same.

****If under 18, please have a legal guardian sign this form.****

Name (Printed): _____

Signature: _____

Date: _____



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Food Vending Checklist 2024

All Food Vendors are required to submit a copy of their Food Handling Course certificate and Market permit (if applicable)

Before selling any food products at the Avon Community Farmers' Market, a food vendor must complete the following requirements and sign the checklist once complete.

- I have read the current NS Environmental Health and Food Safety Division Food Safety Guidelines for Public Markets.
- Having read the current Guidelines for Public Markets, I understand which of my products are Schedule A products and Schedule B products and that I cannot sell products under Schedule C at the Avon Community Farmers' Market.

If Selling any Schedule A Products:

- I have spoken with the Food Safety Specialist (FSS) to determine what practices I must adhere to in order to satisfy Food Safety Regulations.
- I am adhering to these practices.
- I have applied for and received my annual Schedule A Public Market Permit.
- I have asked the FSS if I should take the Food Handling course and followed their recommendation.

If selling any Schedule B Products:

- I have spoken to the Food Safety Specialist (FSS) to determine if there are any specific practices I must adhere to.
- I have asked the FSS if I should take the Food Handling course and followed their recommendation.
- I have applied for and obtained my Schedule B Public Market Permit.

Name (please print): _____

Signature: _____ **Date:** _____



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Vendor FAQs:

Avon Community Farmers' Market is primarily a Farmers' Market, and we always strive to maintain our ratio of primary to secondary producers at 60% primary, 40% secondary.

Location: Victoria Park, 78 Thomas Street, Windsor Nova Scotia. The market will be held outside in the park. Please bring your own table/booth and tent. Each vendor will have a 10x10 foot space.

When: Sundays 10am – 2pm. We expect to open on May 26, 2024 with the last outdoor day on October 6, 2024. We may hold events beyond this date, and these will be announced as they are confirmed.

Vendor Fee: the fee is \$30 per week. \$15 for a youth table. The Market does not charge HST.

*****NEW for 2024 season*****

Vendors have the option to pay for ten (10) markets and get one (1) market free. The total due would be \$300.00.

Payment is Non-refundable and the eleven (11) markets must be used between May 26, 2024 and October 6, 2024. This is not applicable to the Holiday Market. Payment to take part in this option is due April 15, 2024.

Contact information: avoncommunitymarket@gmail.com. ***note change of email***

Beyond a paid, part time Market Manager, this is a 100% volunteer committee market. Volunteers are generously giving their time to organize this for the community; positive and constructive feedback are welcome.

We are not bound by any particular set of criteria and reserve the right to accept or refuse anyone as a vendor. **Our basic criteria are as follows:**

- The vendor must be a primary or secondary producer. From time to time, we may accept service-based vendors.
- A minimum of 85% of the product sold by vendors must be of the vendor's own production. Up to 15% may be of someone else's production on market days. This must be pre-approved by the Market Manager and meet our product guidelines set out in Vendor Handbook and must be labelled as such.
- There must be an available space in the appropriate product category.
- Styrofoam packaging is not permitted.
- Plastic use should be minimized as much as possible.

Vendor Resources: Vendor applicants are expected to familiarize themselves with each document: (all are available on the website: avoncommunityfarmersmarket.ca)

- A copy of this application
- Avon Community Farmers' Market Vendor Handbook
- Food Safety Guidelines for Public Markets (if applicable)