



Grande Cache Farmer's Market Society

Market Location: Royal Canadian Legion, 2400 Pine Plaza, Grande Cache, AB T0E0Y0

PO BOX 2177, Grande Cache, AB T0E0Y0

grandecachefarmersmarket@gmail.com

Grande Cache Farmers' Market Society

Rules & Regulations

1. **General Market Rules:**
 - a. As per Alberta Farmers Market rules, 80% of all market vendors will be selling items that fall under one of the following categories; Bake it, Make it or Grow it. 20% of all market vendors are reserved for Commercial, Home Based Business Ex: Avon, Mary Kay. No used or flea market items are permitted.
 - b. Market hours are from 11:00am to 3:00pm. Set up at 9:00am and take down 3:00pm. All vendors are expected to remain at the Market until closing. Take down prior to 3:00pm is not permitted unless a Vendor has sold out of their wares.
 - c. Vendors must be set up no later than 10:30am.
 - d. Vendors are requested to help set up and take down tables and chairs from time-to-time at the start and end of any given market.
 - e. Vendors are not permitted to sell their wares to the public prior to 11:00am
 - f. Vendors are permitted to sell to other Vendors between the hours of 10:30am and 11:00am.
2. **Space Rental:** Space is rented to Vendors on a first-come, first-serve basis for a price of \$20.00 per space. A maximum of 3 spaces are allowed per vendor. Spaces are 6' long by 6' deep with 1 table and 1 or 2 chairs
 - a. Vendors are responsible for all other setup for their rented space including but not limited to: tablecloths, table displays, vertical displays, etc.
 - b. Rented Space assigned must be kept clean and tidy at all times.
3. **Selling on behalf of another Vendor:** Vendors are permitted to sell wares on behalf of another Vendor not present at the market under the following guidelines:
 - a. The other Vendors name and/or business name are clearly displayed
 - b. There is clear definition between your wares and the other Vendors' wares
 - c. If selling perishable items on behalf of another Vendor, you must have your Food Handling Certificate clearly displayed and provide a copy to one of the Market Managers.
 - d. If selling perishable items, one of the Market Managers must be notified and approve the sale of the perishables in advance of the Market.
4. **Advertising & Promotion:** Advertising on the GCFMS Website or Social Media is only permitted if Space is paid for in full.
5. **Limitation of Liability:** Vendors are responsible for their own merchandise, products, property, vehicles and produce. Any damage to the vendor's property or products is the sole responsibility of the vendors. Grande Cache Farmers' Market assumes no risk or responsibility for merchandise, products, property, vehicles and produce or damage caused by any vendor.
6. Vendors may only sell approved products as listed on the Vendor Registration form per table unless otherwise approved by the Market Manager. If you are adding any additional products to your table one of the Market Managers must be contacted and approve the additional items in advance (see header for contact details).
7. **Selling of Perishable Items:** All Vendors selling prepared foods must have successfully completed the Farmers' Market Home Study Course (through Alberta Health Services) and produce certification prior to registration. The Certificate must be present at the vendor's table at each market.
8. **Code of Conduct:** Vendors are expected to conduct themselves in a professional and ethical manner at all times during the market. Rude, abusive, offensive or other disruptive behaviour will not be permitted. No soliciting of vendors or customer soliciting: for other events or any other purposes.
9. **Concerns & Complaints:** Should a Vendor have a concern about the Market, or another Vendor present at the Market, they need to direct their concerns to one of the Market Managers. If the concern is regarding one of the Market Managers, then the concern should be directed to either the President or Secretary of the Board.



Grande Cache Farmer's Market Society

Market Location: Royal Canadian Legion, 2400 Pine Plaza, Grande Cache, AB T0E0Y0

PO BOX 2177, Grande Cache, AB T0E0Y0

grandecachefarmersmarket@gmail.com

10. **Special Markets:** Although tables are rented on a first-come, first-served basis, all Special Markets shall have priority of table availability granted to those vendors that have attended a minimum of 50% of the previous markets in the previous rolling 12 month period. To ensure priority can be awarded, regular vendors should communicate well in advance of a Special Market their intention to attend and have their tables pre-paid.
11. **Cancellation Policy:**
 - a. **By the Vendor:** If you are unable to attend one of the selected Market dates, we ask that you provide notification no later than two (2) calendar days prior to the market. If sufficient notice is provided, then monies paid shall be saved under the Vendor account as a credit for a future Market date. Cancellations where sufficient notice is not provided or should a Vendor "No Show", no credit to the Vendors account will be provided.
 - b. **By the GCFMS:** A minimum of ten (5) vendors must be present at a given Market in order for the Market to go ahead. Should for any reason the GCFMS need to cancel an event, each Vendor registered for that Market will be notified by e-mail as soon as possible. Any funds paid shall be saved under the Vendor account as a credit for a future Market date.
12. **Table Reservations:** To secure space you must pay in full, in advance a minimum of five (5) calendar days prior to the Market.
13. **Vendor Registration:** The Vendor Registration Form must be filled out in full for the year. Any changes to selected dates must be communicated to one of the Market Managers per the Cancellation Policy.