

**Mail to:**

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2023 VENDOR APPLICATION FORM

Saturday May 6th - October 7th 2023

9am - 1pm Town Hall Square, Main Street, Osoyoos, BC

Canada Day – as July 1st falls on a Saturday we will be running the market on Sunday 2nd July 9 - 1

Vendors must apply and be notified of acceptance before attending their first market. Please ensure your application is complete, including all requested information and certificates. Allow a minimum of two weeks for approval. Vendor Applicants under 18 years old must have an adult sign and always accompany them.

THE OSOYOOS FARMERS' MARKET

The Osoyoos Farmers' Market (OFM) is a volunteer not for profit society that began in 2006. OFM is a member of the British Columbia Farmers' Market Association and as such **All products sold at our markets must be handmade or grown locally by the vendor.**

OFM provides Osoyoos and the surrounding area with a Farmers' & Artisan market throughout the summer months. Starting May 6th, 2023, through to October 7th, 2023 our Saturday market runs from 9a.m. to 1p.m and is located at Town Hall Square on Main Street.

PRODUCT INFORMATION & JURY SYSTEM

The Osoyoos Farmers' Market is a juried market. Jurying ensures that items excel in the areas of quality, artistic originality, local origin or focus, and overall contribution to market balance. A Jury Committee of vendor and non-vendor OFM Board members will review each application. Vendors will be notified if more information, samples, or in-person jurying is required. Vendors who operate as a storefront maybe accepted at the discretion of the Board but must still adhere to the non-commercial rules. **No commercially made kits and/or supply items are allowed.**

Vendors who have sold at the market in past years may not be accepted for the current year

VENDOR DETAILS

Vendor Business Name	
Contact Person	
Postal address	
Phone #	
Email address Please print clearly	
Seasonal Vendors	<p>\$440/season</p> <p>Includes every Saturday market and reserves your location. Full payment must be received before May 1st. Cheques made payable to “Osoyoos Market on Main”.</p> <p>ETransfers to osoyoomarketonmain@hotmail.com.</p> <p>Payment will be returned in the event of an unapproved application.</p>
Daily Vendors	\$30.00/Saturday
Frequent Vendor Punch Card	<p>\$125.00/5 visits</p> <p>Vendor is responsible for having their punch card available when attending market, if the punch card is not available the vendor is required to pay the Daily Vendor fee of \$30.</p> <p>Punch cards can be purchased from the market manager and do not expire.</p>

Describe your product(s) in the space below and provide any information you feel is pertinent:

Please note, no commercially made kits and/or supply items are allowed. .All Vendor spaces are 10’ x 10’. In addition to your product description please use this space if there are any special requirements related to your product - location, electricity and we will do our best to accommodate.

OSOYOOS MARKET ON MAIN VENDOR RULES AND REGULATIONS

Notice to Vendors: You must initial each line for acceptance and understanding and submit with your signed application. The following Rules and Regulations for the OFM will be **strictly enforced**. Please retain a copy of your application for future reference.

1. All products sold at OFM must be homemade (handcrafted), home baked or home grown. No reselling of items. I **PERSONALLY** make, bake, or grow all products offered. _____ **Initials**
2. **Vendors are allowed to sell and display only the items listed on their approved application form.** OFM reserves the right to request the immediate removal of all products not approved for sale at the market. Any proposed additions or changes to approved items require an additional written application, and the approval of the OFM. I will not attempt to sell any item for which I have not received prior approval. _____ **Initials**
3. All prepared foods must be wrapped or covered and displayed behind Perspex or glass. Any food vendor selling preserves, relish, chutneys and/or pickled items are required to have their products PH tested by an approved laboratory and attach results. **All Food Vendors must attach a current Food Safe Certificate copy and/or Interior Health Short Form Permit.** _____ **Initials**
4. Produce and food vendors must display their product a minimum of 8 inches above ground or floor level. Vendors selling products by weight must use a scale that has a current certification in accordance with the provisions of *The Weights and Measures Act* of Canada. _____ **Initials**
5. Wine/Cider/Beer/Liquor vendors must display their current authorization permit from the *Liquor Control and Licensing Branch*. _____ **Initials**
6. The Market is a **RAIN OR SHINE** event. The Saturday market runs from 9:00 am to 1:00pm. Set up begins at 8:00 am and each vendor must be ready to operate by no later than 8:45 am. **ALL VENDORS MUST REMAIN UNTIL CLOSE OF BUSINESS** at 1:00pm. Vendors must not pack up until 1:00pm, even in the event their product sells out. **VEHICLES ARE NOT ALLOWED TO ENTER THE MARKET SPACE BETWEEN 8:45 AND 1:15PM.** _____ **Initials**
7. Day vendors must apply to the OFM for approval of their product before they will be permitted to attend. Day vendors must be on site 40 minutes prior to market opening. _____ **Initials**
8. All vendors **MUST** have a tent and properly secured it using weights or sandbags. Tent pegs are **NOT** permitted due to irrigation lines. Vendors must supply their own tables, chairs, and displays. The entire display including signage must be contained within the assigned 10'x10' site. _____ **Initials**
9. Vendors should be neat and clean in appearance and must always conduct themselves in a professional manner. Any unprofessional conduct including the use of profane language, accosting or badgering customers may be considered grounds for dismissal from the market. Due to health guidelines vendors may not bring pets to the market. Service dogs are permitted. OFM is a non-smoking site – vendors are requested not to smoke within the perimeters of the market site. _____ **Initials**
10. Vendors must leave their site clean and remove all garbage. _____ **Initials**

- 11. After unpacking vendors must remove their vehicles from the site (unless the vehicle is part of approved vendor display and completely within the site space). Please park vehicles along 87th Street or in the parking lot on the corner of 87th Street and 74th Ave. Please avoid parking on Main Street or in the Market parking spaces as these are for our customers. _____ **Initials**
- 12. Site assignment is at the sole discretion of the Market Manager and the OFM. Seasonal vendors will be assigned to a site, and it will be their site for the duration for the Market season. If a seasonal vendor is not on site by 8:30, their site may be available to Day Vendors. ___ **Initials**
- 13. The Market Manager and OFM reserves the right to forbid the sale of any commodity and the distribution of literature, political or religious material, or any article deemed not to be in the best interest of the Market. Petitioning and soliciting are strictly prohibited. The Market Manager may, in his/her sole discretion, prohibit any person from renting site space and may require persons to leave the Market in the event they fail or refuse to comply with the OFM rules and regulations. _____ **Initials**
- 14. All sites, including those occupied by non-profit groups pay the current vendor fees. _____ **Initials**
- 15. I have been informed by OFM that **I am responsible for acquiring liability insurance coverage for my business** to operate at the market. The policy shall provide coverage of at least \$2,000,000 for each separate occurrence. **All Vendors must supply an insurance certificate before attending their first market** ___ **Initials**
- 16. **I GIVE/DO NOT GIVE** permission to OFM to have photos taken of my booth or individuals working at my booth, which the OFM may use for OFM Facebook and Instagram page, website or market promotional material. ___ **Initials**
- 17. **I GIVE/DO NOT GIVE** permission to OFM to supply my vendor name, contact name, phone number and/or email address on the OFM website. _____ **Initials**

AGREEMENT OF COMPLIANCE

I _____ have read and am fully aware of the current Rules and Regulations of the Osoyoos Farmers’ Market and confirm that I have business liability insurance. I hereby agree to comply with these rules and regulations and all Federal, Provincial and Municipal regulations that may apply. I understand that I may forfeit my right to sell at the Osoyoos Farmers’ Market if I am found to be in non-compliance.

Signature: _____ Date: _____ 2023



INSURANCE

AFTER YOU HAVE BEEN APPROVED AS A VENDOR, PLEASE DO NOT FORGET YOUR INSURANCE CERTIFICATE. WE WILL NEED A COPY BEFORE YOU ATTEND YOUR FIRST MARKET!

Please see below further details on finding insurance:

Liability Insurance Explained

We Often get asked ‘why do I need liability insurance to be a vendor at the market?’. Hopefully this will answer your questions:

- * Our market site is owned by the Town of Osoyoos, and the town requires Liability Insurance when using their property
- * Insurance can protect you in the event a customer has an adverse reaction to your product as well as for other events that may happen at your market stall, such as part of your display falls and injures someone or a customer trips on your table leg or tent pole in your stall which you are liable for. Individual Vendors are not covered under the market insurance
- * Insurance protects you and your business against the unexpected financial burden of an unforeseen event of being sued.
- * You should not assume that you won't be sued because your customers like you, your customer may have no choice.

Insurance Liability Options:

1. An additional rider on your home, farm or commercial insurance– this can cost as little as \$100/year, please speak to your insurance agent for further details
2. BCFMA – Farmers, crafters and artisans are eligible to apply to the BCAFMA Vendor Membership Program and qualify for this Vendor Insurance package. You will need to become a member of The BC Farmers Market Association (\$75) and then take advantage of their insurance rates through Western Financial for as little as \$125.00. Vendors must make 80% of their income at a farmers’ market, the other 20% can be from wholesale or other events to qualify for this Vendor Insurance package. Soap vendors are currently not eligible. For more details visit:

<https://bcfarmersmarket.org/vendor-insurance>

PAL Insurance specializes in event insurance. They offer annual, monthly and daily rates and you can get online quotes. For more information visit:

www.palcanada.com

[Duuu Canada](#): is another company that offers annual, monthly and daily rates and you can get online and has special rates for Farmers Markets.

Most insurance companies offer liability insurance packages, please speak to your broker for further details.