



MISSION STATEMENT OF PETERBOROUGH FARM GATE SALES ASSOCIATION
To help local farmers and producers promote and advertise their products at the farm gate or in a market setting in the community.

MARKET RULES AND REGULATIONS 2018

- Vendors may not bring items to sell for which they have not been approved.
- All vendors may be subject to and agree to a farm/kitchen visit to verify they are producing their own goods.
- A minimum of 80% of all products must be grown/produced/crafted by the vendor.
- Special permission may be given to a vendor by the Board or Directors to sell products not produced by the vendor (maximum 20% of vendor offerings) in order to increase the selection offered at the market. In this case, products must be purchased directly from an Ontario producer, and labeled as such.
- Baked goods and prepared foods are to be 100% “homemade” by the vendor.
- For craft vendors all items for sale must be original works and may be juried for quality and individuality by the membership committee. Materials used must compliment the farmers’ market.
- Selling products bought from wholesale distributors is strictly forbidden.
- OMAFRA regulations require that all produce and other farm products have appropriate signage labeled with the following information: Product of Ontario, price and name of crop. Please see <http://www.omafra.gov.on.ca/english/food/inspection/fruitveg/sellingfruitsvegs.htm#Signs>
- Peterborough Public Health requires that all vendors follow appropriate health and safety protocols. Periodic inspections will occur throughout the season.
- Vendor membership, toilet and stall fees are due, in full on the vendor’s first day at market. If not paid vendors will not be allowed to set-up and their space may be forfeited.
- Vendors must inform the market coordinator 48 hours in advance when planning on not attending the market - failure to do so, will result in a warning and count as a first infraction.
- No one is to arrive at the market after 8:30 am or leave prior to 2 pm. Those arriving late will have to walk in their products.

MARKET PROTOCOLS AND VENDOR RESPONSIBILITIES 2018:

- ALL VENDORS ARE REQUIRED TO TREAT ALL OTHER VENDORS, VOLUNTEERS, CUSTOMERS AND THE MARKET MANAGER WITH COURTESY, RESPECT AND KINDNESS AT ALL TIMES. Any infractions of this code of behavior will result in an immediate 2-week suspension from the market. A second infraction may result in expulsion for the remaining market season.
- All vendors must follow these regulations. If they fail to do so, a written warning will be issued for the first infraction. A second infraction will result in a 2-week suspension from the market. A third may result in expulsion from the market. A VENDOR CAN BE ASKED TO LEAVE THE MARKET IF NOT COMPLYING WITH THE RULES AND REGULATIONS.
- If a vendor has an issue, it can be brought to the Market Manager or a board member on-site. Concerns raised that are outside the roles of the Market Manager will be directed to an appropriate BOD member.
- Vendors are responsible for their stall space.
- Products, vehicles and canopies must fit within the allocated 10ft wide space.
- Vendors are responsible for cleaning up their own garbage.
- On rare occasions you may be asked to move your stall location slightly to accommodate market special events or seasonal fluctuations.
- If you are NOT going to be attending the market, you are required to provide the Market Manager with at least 48-hour notice.
- We have based our market on collectively providing high quality fresh local produce and hand made goods and making these local products accessible to the community. Therefore please consider the pricing of your products. Setting too low or too high of a price sets a tone for the whole market.
- Please ensure that products are labeled authentically. If you use signs such as “no sprays”, “organic” or “chemical free” your entire garden must meet these requirements.
- Please ensure that all staff working your booth are knowledgeable and able to answer any questions about how your products are grown.

I have read, and agree to abide by all of the above rules, regulations and responsibilities:

Name & Signature

Date

Witness Name & Signature

Date