



North Bay Farmers' Market 2017-2018 Winter Market Application Form



The North Bay Farmers' Market is holding their Second Winter Market, starting Saturday October 21. Please read all information in this application and our 2017-2018 Winter Market Rules and Regulations, as failure to follow the Market's Rules and Regulations will result in a change of vendor status for the following season. Below is the important information for the Winter Market season.

- The 2017-2018 Winter Market will be in operation every Saturday from October 21 to April 28, 10:00 am to 2:00 pm. This market will be 28 weeks long
- The Winter Market will be held inside the North Bay Mall, located at 300 Lakeshore Drive.
- Market Space is open to vendors starting at 8:00 am
- All vendors must be set up by 9:30 am as the doors to the mall entrance will open at 10:00 am
- All food producers and growers must ensure they have completed and submitted the Special Event Application to the North Bay Parry Sound District Health Unit for approval, and send the North Bay Farmers Market a copy of the approval letter and approved product list (please ensure adequate time for the approval process from the Health Unit)
- If vendors do not sign the "Hold Harmless Agreement", the Board of Directors do require a copy of your business liability insurance to be included with your application
- If business is a Partnership, please have both individual's sign separate copies of Page 5, for the 'Hold Harmless' agreement
- Vendor application will not be considered for approval until all paperwork and payment is received by the Market Manager. **All applications will be on hold until all paperwork and payment received.**

- Seasonal Vendors will be allowed to keep their tables and displays stationary each week in attendance (we suggest you cover your displays and tables with a drop cloth at closing for the week)
- Please keep your space neat and presentable. We do expect you to keep your space swept and clean before, and after the market.
- As a seasonal vendor, if you plan on being away, you must provide 1 week notice minimum, and you must remove your stock and display so the Market Manager can rent your space to an occasional vendor
- Applications not approved for seasonal status will be placed on the Occasional Vendor list and be called when there is space available

Completed Applications, Health Unit Approval, and Payment can be delivered to:

By Mail:
Stephanie Booth
P.O. Box 643
Sundridge, Ontario P0A 1Z0

705-358-8947
northbayfarmersmarket@gmail.com

Drop Off:

In Person at Any Market

Individual's
Name:

Business Name:

Physical
Address:

Mailing Address:

Home Phone:

Cell Phone:

Email Address:

Facebook Page:

Describe your business in detail:

STALL OPERATION: Please indicate who will be operating the booth, if different from the applicant/owner. These people will be considered employees, and be treated similar to the applicant, unless instructed otherwise. They must also be aware of the Rules and Regulations and must follow them as all other vendors do.

ABSENCE: If you are applying for a seasonal stall, and know that you are unable to attend some market dates throughout the season, please indicate the dates below:

Additional Notes:

Stall Rates and Payment

Stall Information:

- Each stall is indoors, with rough dimensions of 10 foot square (very similar to our summer market space)
- All vendors must supply their own tables, chairs and other required items for their space
- While this market is indoors, a space against the walls is not guaranteed
- Supply of power is limited at the market location. Vendors must request a hydro spot beforehand, must mention what will be using hydro (wattage would be great as well) and be aware that power is not guaranteed due to stall locations
- Hydro charge may apply in the future

Seasonal – One Retail Space	\$20 / week	Payable in Advance
Occasional – One Retail Space	\$25 / week	Payable Day of Market
New Membership Fee	\$15	Payable At Time of Visit

Please indicate your planned attendance for the 2017-2018 Winter Market Season.

- | | | |
|--------------------------------------|-----------------------|------------|
| <input type="checkbox"/> One Stall | 28 weeks @ \$ 20.00 | \$ 560.00 |
| <input type="checkbox"/> Two Stalls | 28 weeks @ \$ 40.00 | \$ 1120.00 |
| <input type="checkbox"/> New Vendors | One Time Fee \$ 15.00 | \$ 15.00 |

Hydro Required

- Yes for Hydro

Wattage / Items: _____

Payment of Fees For Seasonal Attendance

- Make cheques payable to “North Bay Farmers’ Market”
- NSF cheques will be returned to the vendor and a \$50.00 charge will be applied to cover banking fees. Any vendor whose cheques were returned the previous season, or not in good standing with the market, must pay in cash for the following year

Payment Method for Seasonal Attendance

- One Cheque dated for October 7, 2017 (will be deposited for October 12)
- Two Cheques, one dated for October 7, 2017 and the other dated for January 5, 2018
- Cash or Bank Draft for the total seasonal amount

Hold Harmless Agreement – All Vendors Must Sign This Agreement

Should my vendor application be accepted by the North Bay Farmers Market, I, the Lessee shall hold harmless the North Bay Farmers’ Market, and it’s members, agents and employees from any and against all claims, demands, losses, costs, damages, actions, suits and proceedings by any third party that may arise out of, or may attribute to, all operations performed by or carried out by the Lessee, his/her agents, employees or servants, or anyone for whose acts he may be liable, howsoever caused.

Signature: _____

Printed Name: _____

Date: _____

Photo Release Permission

I grant the North Bay Farmers’ Market, its representatives and employees, the right to take photographs of me and my property in connection with the market. I authorize the North Bay Farmers’ Market, it’s assigns and transferees to copyright, use and publish the same in print and/or electronically.

I agree that the North Bay Farmers’ Market may use such photographs of me and my property with or without my name for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and web content.

I have read and understand the above:

Signature: _____

Printed Name: _____

Date: _____

Market Application – All Vendors Must Sign This Agreement

- a) I have read and understood the North Bay Farmers’ Market “2017-2018 Winter Market Rules and Regulations” and I agree to their terms and conditions. I understand that failure to comply with the Rules and Regulations will result in disciplinary action that may alter my status as a member in good standing, or include loss of membership.
- b) I understand that the Market Manager/Board of Directors will generally correspond via email and I agree to receive said emails.
- c) I have also instructed employees who will occasional help in my stall, to follow the Rules and Regulations.

Signature: _____

Printed Name: _____

Date: _____