

Dear Farmers' Market Applicant,

Thank you for your interest in the 2022 Town of Taber Alberta Approved Farmers' Market. We look forward to hosting this as a primarily outdoor event again at Confederation Park. Should weather not permit for an outdoor setup, the market will be held in the Auditorium. The 2022 season is set to begin on June 16th and conclude on September 15th.

We do understand that there will be continual changes in the COVID-19 restrictions as we move forward this year. And we will stay in touch regarding any changes that may need to be made to the markets.

We have put together some recommendations that will help you to arrange your space in a way that keeps you and shoppers' safe in regards to COVID-19. It is important to remember that your stall is considered its own place of business; comparable to retail outlets in a shopping center. Any business that is open to the public during the COVID-19 pandemic is legally obligated to put measures in place that prevent the spread of infection amongst staff, volunteers, and customers. We ask that you review the intended operation of your stall and take steps to protect both workers and customers. These steps may include:

- Performing frequent hand hygiene
- Creating barriers between clients and workers
- Eliminating food sampling
- Preventing customers from gathering
- Minimizing the handling of money
- Sanitizing electronic keypads after each use
- Reminding customers to refrain from touching/handling food products and to point out the items they want bagged by staff
- Wearing appropriate personal protective equipment (PPE), such as masks and/or gloves

We look forward to a fun, safe and successful market this year. If you have any questions at all, please do not hesitate to contact me. See you there!

Sincerely,

Emily Hembrough
Arts, Culture & Events Coordinator (Market Manager)
Town of Taber
403-223-6013
emily.hembrough@taber.ca





A PROUD ALBERTA APPROVED FARMERS' MARKET WHERE YOU MAKE IT, BAKE IT, GROW IT AND SELL IT!

Objectives of an Alberta Approved Farmers' Market are:

- To maintain and provide the opportunity for profitable and direct market access of safe and high-quality Alberta Agricultural and Agri-Food products to the consumer.
- To provide a framework allowing for a direct sales outlet for safe and high-quality handcrafted goods and processed foods, produced in accordance with provincial and federal regulations.
- To enhance community development and build community relationships for Albertans within Alberta's rural and urban settings.
- To provide an opportunity for vendors and managers to acquire the knowledge and to develop the skills needed to maximize the potential success of an Alberta Approved Farmers' Market.

Who is eligible to sell at an Alberta Approved Farmers' Market?

- Alberta residents;
- Alberta agricultural producers;
- Individual Albertans that make, bake, or grow their own products.

What may be sold at an Alberta Approved Farmers' Market?

- Vendors at the Town of Taber Farmers' Market are classed according to the 80/20 rule.
- 80% of the vendors must sell products that they have made, baked, grown or produced in Alberta.
- 20% of the vendors must sell products that will complement the market mix. The sale of products by distributors, franchises, existing storefront owners or the resale of any products is discouraged. Sales by agricultural, commodity or Agri-Food Association are allowed provided that their products complement the existing market mix and they meet the requirements of who may sell. The sale of used goods or flea market products is strictly prohibited at an Alberta Approved Farmers' Market.

Alberta Farmers' Market Association: www.albertamarkets.com



Rules & Regulations

The Town of Taber reserves the right to deny any vendor space and may require vendors to leave the market in the event that the said vendor fails to or refuses to abide by the following rules and regulations set out below.

- Vendors will not be spaced without:
 1. Payment
 2. Completed & Signed Contract
 3. Copy of Liability Insurance (if applicable)
 4. A Complete List of All Items Being Sold
 5. Food Handling Permit (if applicable)

Initials _____

- **Vendor payment is due prior to 3:00pm on market days. NO Refunds will be given at any time. We will not be accepting cash payments at the market this year. All payments must be made before 3:00pm at the Aquafun Centre. You can stop by in person, call or request to pay online. Call 403-223-5544 for payment options.**

Initials _____

- No vendor shall be granted more space than the space paid for.
- Vendors must visually display a business name and phone number at their booth. (Some sort of professional looking signage is required. Business cards are not sufficient.)
- Vendors may choose to set up tents. Tents must be anchored and no bigger than 10x10.
- Vendors are responsible for keeping their booth clean & tidy during and after the market.
- Vendors are responsible for providing their own clean up after the Market.
- Vendors must include a list of ingredients and allergens on all food products being sold.
- Prices must be displayed visually for all products.
- Certification must be included with contracts (if applicable)
 - Certification of Government Inspected Meats
 - Certification of Organic Products
 - Town of Taber Vendor Declaration
 - Food Handling Permits – every vendor who handles food will need to be certified by June to remain in good standing. Food Handling Courses are offered by Alberta Health Services and are free of charge. If you are not certified please call your local AHS Office to register for your course.

Initials _____

- All producers must display grade, date packaged and best before date on their product.
- Previously frozen products must be labeled with the original date of freezing.
- Weighed items must be weighed on a scale that has been inspected and approved by federal authorities. The inspection sticker “legal for trade” must be displayed on the scale.
- Full product guarantee is to be offered by all vendors. The vendor will replace the product free of charge or return the money to the customer.

Initials _____



- In the case a vendor sells out, they must display a professional sold out sign and leave their table covered until the end of the market. However, vendors are expected to provide enough product to last throughout the market.
- There will be no price undercutting. Prices are to be visually marked.
- Vendors may offer a discount to volume buyers only.
- New products to be introduced must be requested in writing and approved by the Market Manager, at least one week prior to the market date.
- **Setup may begin at 3:00PM. No vendor shall pack up before 7:00 P.M. Initials _____**
- Subletting and sharing of booth space will not be permitted without Market Manager approval.
- After payment has been received by the Town of Taber, your contact information will appear on our exhibitor lists. By signing the rules and regulations sheet, you give permission to the Town of Taber to give out your information on the exhibitor lists and to distribute these lists as the Market Manager deems appropriate.

Initials _____

- Vendors must provide a regulation fire extinguisher in their booth if they are providing cooked products.
- The sale of food products in the Town of Taber Farmers' Market is strictly controlled by Alberta Health Services. Information can be obtained by calling your local AHS office.
- The Public Health Act Food Regulations will be adhered to.

Initials _____

- No raw milk products in accordance with Federal Law.
- No internationally imported fruits or vegetables will be permitted.
- Raffle draws, free draws and other draws must be approved by the Market Manager.
- The Town of Taber reserves the right to make changes, additions, or deletions to the Town of Taber Farmers' Market contract at any time.
- No smoking within the outdoor/indoor facilities.
- Propane cylinders are prohibited.
- No signage representing the Town of Taber or any Town of Taber sponsors can be covered or removed.
- In the event that a vendor damages or causes to be damaged, any property or equipment belonging to the Town of Taber, the Town of Taber may repair the damage and charge the cost to the vendor.

Initials _____

- The Town of Taber is not responsible for any lost, damaged, or stolen property.

Initials _____

- **Vendors MUST carry and show proof with their contract of personal liability insurance for all contracts listing food items as being sold by the vendor.** For non-edible products it is recommended that the vendor have insurance for their own protection.

Initials _____



- Offensive behavior displayed to either fellow vendors, members of the public, Town of Taber staff or volunteers will not be tolerated.
- The Town of Taber deems the right to deny any vendor space.
- Any infraction to Farmers' Market rules and regulations by the vendor may result in immediate dismissal at the Market Manager's discretion.
- The Market Manager has full control of operations and conduct in the market.

Name (printed): _____

Signature: _____

Date: _____

Market Manager Approval: _____

Farmers' Market Dates *Vendors – please check off the dates you will be attending*

Set up by 3:00pm, Market is from 4:00pm – 7:00pm, Clean Up starts at 7:00pm

All Markets will be held OUTDOORS in Confederation Park. Should weather not permit for an outdoor setup, the market will be moved into the Community center/Auditorium.

____ June 16th, 2022

____ August 4th, 2022

____ June 23th, 2022

____ August 11th, 2022

____ June 30th, 2022 (Live Leisure Guide Combined)

____ August 18th, 2022

____ July 7th, 2022

____ August 25th, 2022 (Cornfest)

____ July 14th, 2022

____ September 1st, 2022

____ July 21st, 2022

____ September 8th, 2022

____ July 28th, 2022

____ September 15th, 2022

____ Interested in a December 3rd All I Want For Christmas Marker? *You will be contacted closer to this date with more information*



2022 Farmers' Market Vendor Declaration

Eligibility Criteria

- Priority will be given to Primary Producers.
- Vendors are chosen to represent a good market mix.
- Vendors must be in good standing with the Town of Taber and Alberta Health Services.
- Priority will be given to Vendors who commit to the entire market season.

The Vendor

1. Is your product sold wholesale or available at a retail outlet? _____ YES _____ NO
If YES, please indicate where _____

2. Do you attend other Farmers' Markets? _____ YES _____ NO
If YES, please indicate where _____

I certify that I personally make, bake, grow or raise all products in Alberta. _____ YES _____ NO

Meat Vendors

Are you the primary producer of the meat for sale? (Raised on your land) _____ YES _____ NO

Land Location _____

B.C. Fruit Vendors

Are you the primary producer of the fruit for sale? (Grown on your land) _____ YES _____ NO

Land Location _____ Total Acres _____

Using items listed on the product listing, please indicate which products you buy from other orchards and/or Berry Co-Ops and bring to the Market if applicable. By not filling out this portion you are indicating that you are the primary grower of ALL fruit listed and displayed at the Market.

The Town of Taber reserves the right to verify all product sources as deemed necessary to maintain consistency and individuality of the Market for the benefit of all served by the Market.

I hereby certify that all the information I have provided in this application is accurate and true, and that I have read and agree to comply by the rules and regulations set forth by the Town of Taber.

Signature of the Applicant _____ **Date** _____



2022 Farmers' Market Application Form

Items are Made, Baked, Grown or Produced in Alberta? _____ **YES** _____ **NO**

2022 Season Vendor Table \$200.00 x _____ = \$ _____
 (Thursdays, June 16th – Sept 15th. 14 Weeks = \$14.29/ Week)

Additional Tables \$170.00 x _____ = \$ _____

TOTAL \$ _____

Casual Vendor Table (week by week) \$20.00 x _____ = \$ _____

TOTAL \$ _____

Products Sold

(List all products. You must indicate which items are purchased from other producers. For produce and food items, you must be specific.)

Vendor Name _____

First Name _____ Last Name _____

Address _____ Town _____ Prov. _____ Postal Code _____

Email address _____

Phone _____ Cell _____

Signature _____ Date _____

PAID \$ _____ on the _____ day of _____ 20 _____

Payment method (please circle) ONLINE INVOICE CASH CHQ# _____

T.E.A. Market Manager Approval _____ Vendor # _____