



White Rock Farmers' Market Society

BOX 75105 SURREY, BC V4A 0B1

TEL: 604-897-FARM (3276)

<http://whiterockfarmersmarket.ca>

email: wrfm2008@gmail.com

WRFMS POLICY DOCUMENT
2012 MARKET SEASON REVISED DEC 08, 2011

**ALL VENDORS MUST PAY A WHITE ROCK FARMERS' MARKET SOCIETY
MEMBERSHIP FEE OF \$15**

CANCELLATION POLICY

- 1) 72 hours notice must be given to the Market Manager via phone or email, for a credit to be given.
- 2) No refunds or credits will be given for weather related issues. All refunds will be issued at the end of the market season.
- 3) If a vendor decides to discontinue attending the market before completing all the dates paid for, then the refund will be pro-rated to the actual markets attended and charged at the rate of the weekly fee.

GENERAL MARKET DAY POLICIES

- 1) Payment for a specific one day market date is required two weeks in advance.
- 2) Due to weather conditions on the market site, it is a requirement of the WRFMS that all canopies be weighted down with adequate weights (no exceptions). If conditions are deemed to be too windy, vendors may be asked to take down tents as a safety precaution.

ACCEPTABLE PRODUCT - FARM VENDORS ONLY

- 1) Farm vendors may offer for sale ONLY goods which are approved by the Regional Health Board, the preponderance of which (80%) have been produced by the vendor, vendor's family, farming partners or employees in British Columbia.
- 2) A farm vendor may add to their own produce, only to a maximum of 20% of sales volume, produce from another grower under the following guidelines.

- a) The grower(s) being represented must be named.
- b) The grower(s) being represented must be farming in British Columbia.
- c) Produce distribution centers may not be used as there is no way of determining who's product is being sold.
- d) ALL produce must be sold at a "reasonable market price".
- e) NO under pricing nor predatory pricing will be allowed.
- f) All vendors must be deemed as fair and equal.
- g) ALL PRICES must be shown in dollars and cents (no exceptions)

ACCEPTABLE PRODUCT - ALL OTHER VENDORS

- 1) Vendors must sell ONLY product that they produce themselves (make, bake or grow) unless they are given specific permission to do otherwise, as an approved exception to this policy by the WRFMS Board and or WRFM Manager.
- 2) Although non-farm vendors are not expected to originate every component of their product, they must substantially transform the materials used, by creating substantial added value.

ORGANIC CERTIFICATION

- 1) Products which are certified ORGANIC should be labeled as such and the certification document made available to the Market Manager.
- 2) The certificate should be clearly displayed at the front of the vendor's stall.
- 3) ONLY certified products may be called "ORGANIC". "NO spray produce" - can be labeled as such.

VENDOR ACCEPTANCE

Stall sites available for non-farm related products are limited and vendors will be accepted on the following priority basis.

- 1) Organic fruit and vegetable growers selling their own produce.
- 2) Non-Organic fruit and vegetable growers selling their own produce.
- 3) Prepared foods sold by their producers, such as baked goods, cheese, preserves, etc.
4. Plants, herbs, local flowers, etc.
- 5) Yard and garden products.
- 6) Specialty foods sold by specialty vendors.
- 7) Other crafts.

Vendors must be registered in advance and have their application juried for acceptance by the WRFMS.

Only products approved in the application may be sold. Any additional products must have prior approval before being added.

Potential vendors who arrive on market day without prior registration will not normally be accepted.

NO vendor shall have EXCLUSIVITY on any product or products.

It is highly recommended that vendors carry their own product liability insurance

FOOD SAFETY - PREPARED FOOD AND SAMPLES

- 1) Vendors with processed foods or prepared food items must have them clearly labeled and ingredients listed on the table in view of the customer, if not on each item.
- 2) Only canning jars with new seals and lids may be used for jams, jellies, preserves, sauces, etc.
- 3) All food handlers, including produce vendors who sample to the public, must submit evidence of having completed a "Food Safe" course before participating in the Market.
- 4) Prepared food with a Ph of less than 4.6 may be produced in a home kitchen. All other prepared foods must be produced in a commercial kitchen or equivalent. Ph strips are available at your local health unit.

DOGS/PETS

Dogs/pets are welcome in the Market but must be kept on a short leash and under control at all times within the Market area. Vendors bringing dogs/pets to the Market must follow the same guidelines and keep them confined to their stall.

SETTING UP AND TAKING DOWN

- 1) Vendors are expected to be in place by **8:15 a.m.** and vehicles off site by **8:30 a.m.** at the beginning of each market and to stay until the close of the Market (currently 1 p.m.).
- 2) If you sell out in advance of closing, please leave your stand intact and post a sign.
- 3) As a safety measure, vehicles are not allowed to move within the market area during selling hours. At 8.30 am the market entrance will be closed and vehicles arriving after this time will have to park at the entrance and walk in with their set up gear.
- 4) In setting up their stall, vendors should make every effort not to encroach on adjacent sites.
- 5) Vendors must supply their own tables, shelters, chairs, etc.
- 6 All stalls and adjacent areas must be left clear and clean at the end of each market day. **PLEASE REMOVE ALL GARBAGE and RECYCLING.**
- 7) Excess noise from vendor-operated equipment (e.g. car stereos, etc.) is prohibited. Please respect the neighboring residents by keeping noise to a minimum before 9 a.m.
- 8) No drilling of holes in the pavement is allowed.

STALL APPEARANCE

- 1) Appearance of stalls is expected to meet Market standards – plastic tarps should be avoided unless there are exceptional circumstances. In all cases, the Society and its Market Manager will be the final judge of appearance standards.
- 2) EVERY STALL MUST HAVE THE VENDOR'S NAME PROMINENTLY DISPLAYED.
- 3) All items for sale should have prices clearly marked.
- 4) Although every effort will be made to accommodate the wishes of individual vendors, allocation of stall sites will be determined by the Society and its Market Manager and that decision will be final.
- 5) WRFMS has a no smoking policy on the Market site (as per White Rock City bylaw # 1858)

PARKING

- 1) Vendors are asked to use the back parking lot, or the underground parking.
- 2) PLEASE DO NOT PARK in the Buy Low back parking lot, please leave the more convenient parking areas for customers.
- 3) The White Rock Farmers' Market Society will not be responsible for any parking tickets issued.

SOCIETY MEMBERSHIP

To participate in the Market all vendors must be members of the White Rock Farmers' Market Society. Annual membership is \$15 payable with your application.

MARKET FEES: See application form.

I HAVE ENCLOSED MEMBERSHIP FEE \$15

I HAVE READ AND UNDERSTAND ALL MARKET POLICIES

Signature

Date