



Rules & Regulations 2017

GENERAL REQUIREMENTS

These rules and regulation shall govern the Cedar Farmers' Market hereafter called "The market".

1. The market reserves the right to give preference to local producers in the ratio of 4 farm producers to 1 other. Produce Vendors may come from anywhere in the market region. Preference will be given to producers from the local farm district.
2. The market executive reserves the right to regulate the nature of products offered for sale.
3. **All vendors must complete an application form, web/marketing form** for the current year and all vendors including weekly vendors must apply to be members of the market Society by submitting a membership fee of \$20.00 with their application.
4. Vendors must **MAKE, BAKE, or GROW their products** in order to sell at the Cedar Farmer's Market. No manufactured, imported, or second-hand products are allowed.
5. Vendors are responsible for setting up and putting away tables and cleaning up their area before leaving including the removal of all garbage.
6. Vancouver Island Health regulations apply to ALL vendors selling prepared foods as outlined in the "Guideline for the Sale of Foods at Temporary Food Markets."
7. All food vendors are to follow Food Safe procedures for food handling and cleanliness.
8. **Food vendors must include a photocopy of the Temporary Food Market Application with their application PRIOR to selling at the market as per current VIHA guidelines. This must include photocopies of all lab test results for all preserves (pH tests) plus any foods requiring water activity tests.**
9. In addition, all fresh egg vendors must comply with current VIHA rules relating to sales of eggs at a farmers market. This is required from NEW and PREVIOUS vendors. Vendors will immediately cease to sell any product on request by the Market Manager or by a Board of Health official, if it does not comply with current VIHA Regulations for temporary food markets.
10. All items offered for sale must be clearly priced. All vendors must provide a clearly displayed price list for the public.
11. All items offered for sale must be clearly labeled to identify product, ingredients, weight or volume uniformly in metric or imperial (but not mixed) and with contact information of the producer.
12. The market will not allow the dumping of produce at the market. *Prices should reflect fair market value with consideration of the vendor's labour, knowledge, quality, costs, time of season and variety of product. A price of anything less than 10% below comparable produce sold at local grocery stores, will be considered as dumping. Complaints will be considered on an individual basis, with the onus on the complainant to produce evidence of local grocery store pricing of comparable produce within 24 hours of the complaint. The complainant shall alert the Market Manager at the time of the alleged infraction with details of the Vendor in question and the item or items of produce and their pricing.*
13. No vendor shall share a stall space with any person other than family members or those directly involved with the vendor's product.
 13. a) **A maximum of two vendors may share one stall provided all details including names of both vendor's, the products are listed on the application form and each pays a membership fee.**

14. No animals of any kind are permitted in the market area except with the permission of the market manager. All animals must be on a leash.
15. Persons responsible for the on-site vendor stall space must be a minimum of 18 years old.
16. All craft items offered for sale at the market must be hand crafted by a resident of Vancouver Island or the Gulf Islands.
17. Copying another Cedar Farmer's Market vendor's product for sale at the market is not permitted.
18. Vendors are expected to behave in a professional manner and to be polite and courteous to other vendors, market staff, and the general public alike.
19. It is the policy of the Cedar Farmers Market to enforce the rules and regulations by issuing a warning for the first infraction, a one market suspension for the second infraction and a one season or lifetime suspension for the third infraction at the discretion of the Market Manager and / or the Board of Directors.
20. The market manager has full authority to regulate all market activities and settle disputes. The market is operated for the greatest benefit of the market vendors and consumers - disputes will be settled with this principle in mind. Decisions made by the market manager may be appealed in writing within 2 weeks to the President, Cedar Farmers Market, PO Box 20095, Beverly Corners PO, Duncan, BC, V9L 2P0

We welcome everyone to the Cedar Market and hope everyone has an enjoyable time. Your suggestions and input are important so please let your executive know your ideas or concerns.

FEES AND STALL SPACE

All vendors must become members of the market society and pay the annual Society membership fee of twenty (\$20.00) dollars.

Full season registration is \$320.00 which includes the \$20 society membership fee

Half season registration is \$170.00 which includes the \$20 society membership fee.

All weekly drop-in fees will be \$25.00 per week . + one payment of \$20.00 membership fee.

Power charge of \$2.50 per week, no sharing of outlets, if you use it you pay for it.

No refunds will be provided.

One 12 X 12 foot stall space is allocated per vendor. If more additional space is required, rental is subject to approval and permission by the market manager or Board.

Market hours are 10:00am to 2:00pm.

Vendor sites will be allocated by the market manager - vendors must supply their own tables and structures where their goods or services will be displayed.

Full season members are encouraged to attend all markets. As a courtesy, please notify the market manager if you are unable to attend any market (Mobile- 250-618-3565) one week prior to the missed date.

Remember: vendors must MAKEBAKE....GROW their products to sell at the Cedar Farmers' Market.