



2024 Special Markets Vendor Application



Thank you for your interest in the Morinville Farmers' Market. The Morinville Farmers' Market is sponsored by the Morinville & District Chamber of Commerce. We will be participating in the Edmonton Garrison's Annual Family Day and Canada Day Celebrations; they are very well attended events by both Vendors and attendees. They are located at the Edmonton Garrison Fitness Center 185 Hwy 28A, Lancaster Park from 11 am until 3 pm.

Applications from returning Vendors will receive first consideration, however, previous participation does not guarantee acceptance. All applications are subject to review by the Market Management Team. Market stall allocation will be based on an overall Market plan, which considers the previous location in the Market. We reserve the right to limit Market size and to reject applications with or without reason. The decisions made by the Market Management Team are final.

All Vendors must supply the Morinville Farmers' Market, with a certificate of insurance in the amount of \$2 million general liability insurance, including product liability insurance. The Morinville & District Chamber of Commerce o/a Morinville Farmers' Market must be listed as an additional insured. Certificates of insurance must be submitted prior to the Vendor's first Market date.

Instructions for Application Submission

- Submit the following to market@morinvillechamber.com OR mail to: Morinville Farmers' Market Box 3130 Morinville, AB T8R 1S1
 - **All Vendors:**
 - Vendor Application
 - Signed Market Guidelines
 - Proof of insurance (upon approval, must be submitted prior to attending first Market)
 - **Food Vendors:**
 - Farmers' Market Home Study Course Certificate/AHS Approved Food Certification; OR
 - Food Handling Permit Certificate (if applicable)

All required documents must be submitted before acceptance into the Market will be given.

If you have any questions or concerns, feel free to contact Jessica:

Phone: (780) 939-9462

Cell: (587) 590-5917

Email: market@morinvillechamber.com

Visit our website: www.morinvillechamber.com/morinville-farmers-market



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PERSONAL INFORMATION

First/Last Name: _____ Contact Number: _____

Business Name: _____ Website: _____

Email: _____ Social Media: _____

Mailing Address: _____ Postal Code: _____

City/Town: _____ Province: _____

EMERGENCY CONTACT INFORMATION

First/Last Name: _____ Contact Number: _____

MARKET DATES

Family Day <input type="checkbox"/> Monday February 19th	Canada Day <input type="checkbox"/> Monday July 1st
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PRODUCT INFORMATION

Reseller Representative of: _____

Check all categories that apply:

- | | | |
|--|--|---|
| <input type="checkbox"/> Garden Produce | <input type="checkbox"/> Preserves, Condiments, Dips, Sauces | <input type="checkbox"/> Knitting/Sewing/Crocheting |
| <input type="checkbox"/> Greenhouse Produce | <input type="checkbox"/> Spices, Seasonings | <input type="checkbox"/> Wood Products |
| <input type="checkbox"/> Meat/Fish/Poultry | <input type="checkbox"/> Candy/Chocolate | <input type="checkbox"/> Jewelry |
| <input type="checkbox"/> Dairy | <input type="checkbox"/> Other Food Products | <input type="checkbox"/> Cosmetics/Personal Care |
| <input type="checkbox"/> Other Agricultural Products | <input type="checkbox"/> Pet Products | <input type="checkbox"/> Artwork |
| <input type="checkbox"/> Baking | <input type="checkbox"/> Other Craft and Artisan Products | <input type="checkbox"/> Food Truck |
| <input type="checkbox"/> Other: _____ | | |

Provide a detailed description of all products you intend to sell at the Market. Products not listed on this form will not be allowed at the Market. (Use a separate sheet if needed)



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FEES

Vendor Stall fee	\$30/Stall
Youth Stall fee	\$10/Stall

All fees are based on one 6x8 stall, if you require multiple stalls the fee will be multiplied by the number of stalls needed.

Vendors are responsible for bringing their own supplies that are necessary such as chair(s), table(s), generator, tent, weights, etc... Initial: _____

Vendors wishing to cancel scheduled Market date(s) are responsible for notifying the Market Manager via email by Thursday at 12 noon providing the reason for cancellation. The Market Manager will email to confirm that your cancellation has been received – do not assume your notice has been received if you have not received a response. Initial: _____

Cancellations made later than 10 am Friday may forfeit the opportunity to transfer to another date or receive a refund. Initial: _____

“No Shows” are not tolerated. Vendors that do not show up for their scheduled Market dates without appropriate notice will be charged a **\$25 no show fee in addition to the \$30 stall fee** of the missed Market that is to be paid before participation in the next Market. If Vendor continues to not show up to scheduled Market dates, they may be dismissed from the Market without receiving a refund for any prepaid Market dates. Initial: _____

Any transfer or refund of prepaid fees will be made at the discretion of the Market Management Team.

	<i>Stall Fee</i>	<i># of stall(s)</i>	<i>Total</i>
<i>Weekly</i>	\$30		\$
<i>Youth</i>	\$10		\$

Fees are to be paid prior to the Market.

Cheques can be made out to Morinville & District Chamber of Commerce

E-Transfers: market@morinvillechamber.com



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INSURANCE & DECLARATION

Insurance

The Morinville Farmers' Market assumes no risk and, by acceptance of this agreement, the Vendor expressly releases the Morinville Farmers' Market, the Morinville & District Chamber of Commerce, and the venue location and all of its representatives of and from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said booth space by the Vendor, and agrees to hold and save the Morinville Farmers' Market, the Morinville & District Chamber of Commerce, the venue location and all of its representatives harmless of any loss or damage by reason thereof.

By my signature, I declare the information on this form to be complete and accurate and I agree to pay the fees as set out in this document.

I understand that not all applicants are granted space at the Morinville Farmers' Market and that it is the right and responsibility of the Morinville Farmers' Market to decide allocation of space.

In order to comply with the *Personal Information Protection Act*:

I give consent for the Morinville & District Chamber of Commerce to disclose my name, company name, email address and/or telephone number to those persons inquiring about my product(s)/business, and for promotion of the Morinville Farmers' Market. I also give permission for photos of my booth/products to be used in promoting the Morinville Farmers' Market.

Signify consent by checking each box below:

Name	<input type="checkbox"/>	Email	<input type="checkbox"/>
Business Name	<input type="checkbox"/>	Contact Number	<input type="checkbox"/>
Photos	<input type="checkbox"/>	Social Media	<input type="checkbox"/>

Notice of Collection

The personal information collected on this form will be used to manage the Farmers' Market and will only be shared with those individuals responsible for managing and sponsoring the Market as well as with the Farmers' Market Specialist with Alberta Agriculture and Rural Development.

If you have any questions about the collection and use of your information, please contact Jessica at (780) 939-9462.

Signature: _____

Date: _____

For Office Use Only

Date Application Received: _____

Approved/Denied: _____

Reason for Denial: _____