

# **2010 Downtown Windsor Farmers' Market Vendor Application Package**

*A gathering place where citizens of Essex County can share their goods, talents, ideas and fellowship.*

[www.downtownfarmersmarket.ca](http://www.downtownfarmersmarket.ca)

**Facebook Group: Downtown Windsor Farmers' Market**

Thank you for your interest in becoming a vendor at the 2010 Downtown Windsor Farmers' Market.

The volunteer committee is thrilled with the success that the market enjoyed in its inaugural season.

Since the closing day of the market, we have been working with 2009 vendors, patrons of the market and community members to make the second season even better. We've made a number of changes for 2010 to make it as easy as possible for vendors to participate. This year we will implement:

- A longer season-every Saturday from June 12-October 30, 2010
- New operating hours: 8:00am-1:00pm
- Dramatically reduced vendor rates
- Liability coverage and City of Windsor licensing requirements included in vendor rates

Once again, the market will be held at the Former Bus Depot at 44 University Avenue East in downtown Windsor.

We're looking forward to seeing you at the market this year.

Sincerely,

2010 Downtown Windsor Farmers' Market Volunteer Committee

## Mission Statement

The Downtown Windsor Farmers' Market is a not-for-profit, volunteer run organization that connects residents of Windsor and surrounding areas to the farmers of Essex County by providing residents with local, fresh and in-season food in an accessible setting.

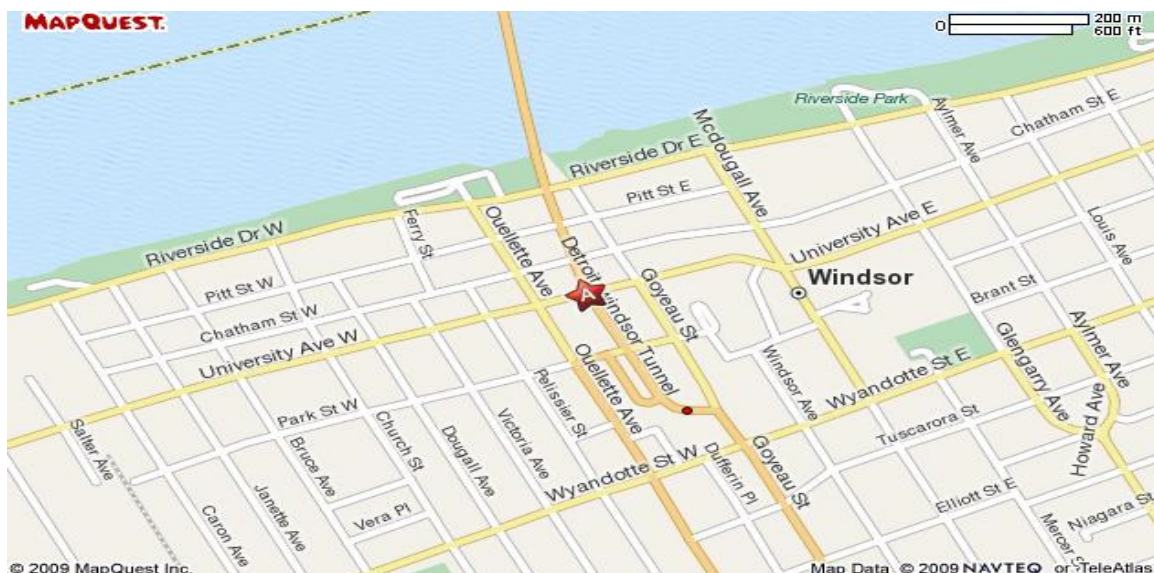
We aim to raise the profile of local food producers and entrepreneurs by giving them a venue in which to sell their goods while educating the public about the rich agricultural diversity that exists in Essex County. Through partnerships we work to build a stronger sense of community, restore the positive image of downtown and bring vitality back to our city.

## Hours of operation

1. **Business Hours:** Saturdays from 8:00 a.m. to 1:00 p.m.
2. **Set Up time:** Every Saturday from 6:45 a.m. until 7:45 a.m.
3. **Wrap-up time:** 1:00 p.m. - 2:00 p.m.
4. **Dates:** Every Saturday from June 12 until October 30.

## Location

Old Bus Depot at 44 University Avenue East, Windsor, Ontario.

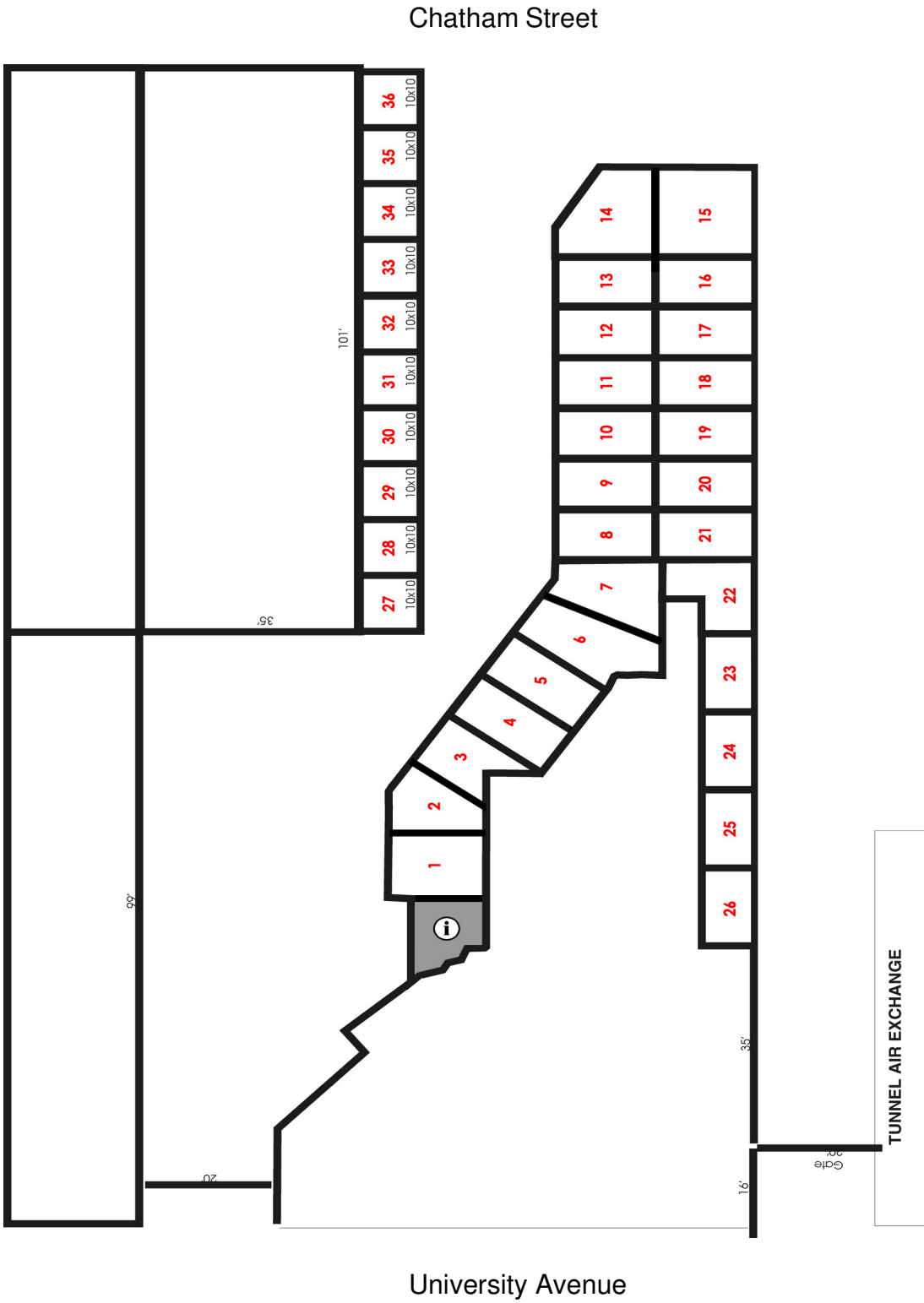


## Market Guidelines

1. Vendors must operate during posted business hours.
2. Vendors will be required to provide their own tables, complete with covering (tents), if necessary, for their stalls. We encourage vendors to provide adequate visible signage for easier identification.
3. All pricing must be established prior to the market, posted, and cannot be changed.
4. The market committee requests that all vendors communicate any absences to the vendor coordinators at least one week in advance.
5. The market committee has the right to change vendor locations within the market.
6. The Downtown Windsor Farmers' Market is intended to showcase "home-grown" and "hand-made" products. Specifically, the market aims to attract local agricultural growers, talented artisans and crafters, prepared food vendors, bakers, meat vendors and others at the discretion of the market committee.
7. Produce vendors will sell only locally grown produce and plants.
8. All items grown or produced for sale at the market must be labeled with their place of origin. Vendors should also have a list of ingredients available to provide to customers with potential allergies.
9. Municipal business licenses for all vendors will be paid for by the Farmers' Market Committee.
10. Liability coverage for vendors will be provided by the Farmers' Market Committee through its participation in Farmers' Markets Ontario.
11. Vendors have the sole responsibility for maintaining their stalls, including providing a refuse container, removing it at the end of the day and/or taking compost home.
12. All vendors who require electricity must notify the vendor coordinators.
13. The market days will take place regardless of weather conditions. Vendors should be prepared for inclement weather.
14. Vendors may not loan, give or sublease the stall(s) assigned to them without the approval of the vendor coordinators.
15. Repeat vendors will get first right of refusal for stall allocation, otherwise it is first come, first serve.

Site Map

▲ North



# APPLICATION FORM

## Vendor Information

Vendor Name:

Contact Person:

Address:

City, Province and Postal Code:

Business Phone:

Home:

Cell:

E-mail Address:

Website:

## Description of Items to be Offered for Sale

Fees

Type of Stall	Location on map	21 week commitment	6 weeks or more commitment	week-by-week
Covered Stalls	Stalls 1-26	\$25 per week (\$525 total)	\$35 per week	\$40 per week
Uncovered Stalls	Stalls 27-36 on East side of canopy	\$20 per week (\$420 total)	\$25 per week	\$30 per week

**Note:** Stall boundaries may change due to site improvements.

- Stalls 1-26 are reserved for farmers and food vendors. Artisans and side-vendors will be placed in the uncovered stalls 27-36 and must provide their own tents.

Deposit

Deposit of \$100/stall is requested to reserve your place. Please submit this payment with your application form. The deposit amount will be deducted from the fee payment.

Payment

For a 21 week commitment, full payment for the season is due by June 5, 2010.

For a 6 week or more commitment, 50% due when you reserve your place and the remaining balance is to be paid in full by the first day you will be at the market.

Week-by-week rate is payable one week before you plan to be at the market.

I/we would like to reserve stall \_\_\_\_\_

Dates

Please circle or highlight the market dates in 2010 you plan to attend:

June 12, 19, 26  
July 3, 10, 17, 24, 31  
August 7, 14, 21, 28  
September 4, 11, 18, 25  
October 2, 9, 16, 23, 30

I/we have read and reviewed all of the Downtown Windsor Farmers' Market guidelines. I/we commit to compliance with all regulations set out by the market committee.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Cheques should be made payable to the "Downtown Residents' Association". Also, please indicate "Downtown Farmers' Market Committee" in the memo field.

You may mail, email or drop off your application form to the vendor coordinators. Payment may be forwarded to them as well.

Vendor Coordinators

Tristan Fehrenbach and Natalie Bownes  
1575 Victoria Avenue  
Windsor, ON  
N8X 1P4  
phone: 519-915-9498

Tristan can be reached at: [tristanmail@yahoo.com](mailto:tristanmail@yahoo.com)  
Natalie can be reached at: [red\\_bones3@hotmail.com](mailto:red_bones3@hotmail.com)

Thank you and see you at the market!