

2024 Waterdown Farmers' Market Prepared Food Application

We're pleased to announce Waterdown Farmers' Market 2024 vendor rates will remain at 2023 levels.

Retaining and attracting new farmers as well as a variety of prepared foods remains key to our ability to host a lively, vibrant and diversified market, focused on farm values. We're pleased to continue programs introduced in 2023 to help us further support and recruit participation from our local agricultural community.

***NEW* 'UNIQUE' VENDOR REFERRAL BONUS**

Know a grower or small batch food producer you think would be a great fit for our Market and would help fill gaps/diversify offerings in Waterdown? Encourage them to apply and indicate they were referred by you (your business) on their application. Referrals for accepted full season vendors in underrepresented categories will earn referring vendors a \$75 bonus; referrals for accepted half season 'unique' vendors will earn you a \$40 bonus.

Current identified gaps (based on last year's vendor roster) include:

- Dairy farmers
- Cheese producers
- Fish
- VQA Ontario Wine
- VQA Ontario Cider
- Gluten-free, vegan and/or specialty item bakers

Other 'unique' or underrepresented vendors may be given consideration. Referral bonuses to be paid out only for accepted referred vendors.

2024 DETAILS:

Location:

The Front Parking Lot of the Royal Canadian Legion - Waterdown Branch; 79 Hamilton St. N., Waterdown ON, LOR 2H0

Hours of Operation:

8 AM to 1 PM

May 25th to October 19th, 2024

22 Market Saturdays total

farmersmarket@waterdownvillage.ca
www.waterdownfarmersmarket.ca

***** Applications MUST BE in before Friday, March 1, 2024 to be considered in first round o acceptances *****

Applications for subsequent rounds of acceptances will be considered based on capacity and category ratios.

We accept applications all season long, with mid-season acceptances also based on capacity and category ratios.

Do not hesitate to reach out with questions about this application or about our market in general at farmersmarket@waterdownvillage.ca

Please review the 2024 Waterdown Farmers' Market Policies prior to submitting your application. Available at <https://waterdownfarmersmarket.ca/policiesandapplication.html>

* Indicates required question

1. **Email ***

2. How did you hear about our Farmers' Market? (If you were referred by another vendor, please indicate them in the 'other' selection field.)

Mark only one oval.

- I am a returning vendor
- Social media
- Print ad
- Word of mouth
- As a market customer
- Other: _____

3. Business Name *

4. Owner Name (First & Last) *

5. Stall Sitter Names (plus email + phone)

6. **Main Contact Phone Number you can be reached at ***

7. **Business Street Address ***

8. **City, Province ***

9. **Postal Code ***

10. **Location where food is prepared if different from above**

11. **Website**

12. **Facebook**

13. **Instagram**

14. Emergency Contact Name and Phone Number *

15. Which other markets do you sell at (if any)?

Skip to question 16

Processed Products**16. Please indicate the location of the approved kitchen where your products are processed**

17. Please provide a copy of inspection pass documentation along with a letter (current date) from the commercial kitchen owner (if not you) confirming your food items are prepared at this location. This may be uploaded here or emailed to farmersmarket@waterdownvillage.ca

Files submitted:

Liability Insurance**18. Vendors must have liability insurance for their business. Please list your insurance information and include a copy of an insurance certificate naming Board of Management for the Waterdown BIA (20 Main St N, Unit 2, PO Box 95 Waterdown, ON L0R 2H0) and Royal Canadian Legion Br 551 (79 Hamilton St, N Waterdown, ON L0R 2H0) as additional insured. This can be uploaded here or emailed to farmersmarket@waterdownvillage.ca**

Files submitted:

19. **Name of Insurer:**

20. **Policy #**

Don't Have Insurance?

Farmers' Markets Ontario has a membership program for vendors. One of the benefits is specific preferred rate short-term insurance to be able to operate at Farmers' Markets:

[FMO Vendor Insurance Program](#)

Registration / License #s, Business Description, Products for Sale

21. **Please provide registration/license #s applicable to your business.**

22. **List ALL products you wish to sell at the market. Please be very specific as products not listed here will not be permitted on your stand. The market will work to protect the interest of all vendors by not over-saturating any one product category. NOTE - on occasion, some products on your list may be denied if common to too many vendors. The market reserves the right to inspect an applicant's business to ensure food is made there. For prepared food products please list the ingredients and their origin.**

23. **As outlined in our policies, The Waterdown Farmers' Market supports local, ecological and sustainable food products and producers. Please describe how your food preparation practices complement the values of our Market.**

24. **What makes your product unique?**

25. **In further detail, please describe business practices, and your story. (May be used for vendor profile on website / newsletter / social media)**

26. **If possible, please provide some photography of your products - especially if you haven't participated in the farmers market in the past**

Files submitted:

2024 Fees, Dates, Payment

2024 Fee Schedule

27. **Please indicate the duration you are applying for**

Tick all that apply.

- Full Season (\$31/day+HST)
- Half Season (\$37.50/day+HST)
- Occasional (\$44/day+HST)

Calculate your payment here:

1. Please **submit annual registration fee** of \$25 + 13% HST (non-refundable) - **Cheque total \$28.25** at time of application.

2. Payment (by cheque or cash) for full stall fees is due to the BIA office upon acceptance for the 2024 season and must be received within 7 days of acceptance to confirm your spot.

PLEASE NOTE: We cannot accept e-transfers. DO NOT MAIL CASH! Cheques can be mailed or delivered in person to the Waterdown Village BIA Office. 20 Main St N., Unit #2 PO Box 954, Waterdown, ON L0R 2H0

IMPORTANT - Please ensure cheques are to be made out to '**WATERDOWN BIA**'

Select one of the 3 options below to calculate your Stall Fee cheque total:

28. **Option 1: I am registering as a Full Season Vendor (22 weeks May 25 - Oct 19 2024)**

Full Season Rate: \$31/day + HST

Tick all that apply.

- Single Stall \$682 + HST = \$770.66
- Double Stall \$1,364 + HST = \$1,541.32
- Hydro (if required) \$3/wk = \$66 + HST = \$74.58

29. **Total Full Season Vendor Fee (stall fee + hydro if required):**

30. Option 2: I am registering as a Half Season Vendor (11 weeks)**Half Season Rate: \$37.50/day + HST***Tick all that apply.*

- Single Stall \$412.50 + HST = \$466.13
- Double Stall \$825.00 + HST = \$932.25
- Hydro (if required) \$3/wk = \$33 + HST = \$37.29

**31. Total Half Season Vendor Fee
(stall fee + hydro if required)**

32. Please select how you would like to split the season**Dates other than options below must be arranged with market management -
farmersmarket@waterdownvillage.ca***Mark only one oval.*

- Front Half: May 27 - Aug 5th (11 dates)
- Back Half: Aug 5th - Oct 14th (11 dates)

33. Option 3: I am registering as an Occasional Vendor**Occasional Rate: \$44/day + HST***Tick all that apply.*

- Single Stall \$44 + HST = \$49.72 per week
- Double Stall \$88 + HST = \$99.44 per week
- Hydro (if required) \$3 + HST = \$3.39 per week

34. Total Occasional Vendor Fee:

(daily stall fee + daily hydro if required) x (# of days you plan to attend):

35. For Occasional Vendors ONLY, please indicate the dates you would like to attend:

Tick all that apply.

- May 25
- June 1
- June 8
- June 15
- June 22
- June 29
- July 6
- July 13
- July 20
- July 27
- August 3
- August 10
- August 17
- August 24
- August 31
- September 7
- September 14
- September 21
- September 28
- October 5
- October 12
- October 19

Additional Information

36. **Do you require a vehicle at your stall? (Please note: Due to the layout of the market we cannot guarantee space for vehicles at every stall)**

Mark only one oval.

- Yes - critical to be able to operate
- Preferred
- No

37. **If "Yes" - What size is your vehicle?**

38. **Will you be sharing your stall? ***

Mark only one oval.

- Yes
- No

39. **If "Yes" - Name of Partner:**

40. **If you require electricity, what wattage / amps do you need?**

Please make all cheques payable to: 'WATERDOWN BIA'

No post-dated Registration Fees.

All vendors must pay ALL fees before being able to stand at the market

Please mail cheques to:

Waterdown BIA
P.O. Box 954, Unit 2, 20 Main St N.
Waterdown, ON L0R 2H0

41. Application Checklist: Help us expedite the application process by ensuring all required information / documents are included with your submission.

Tick all that apply.

- Have you filled in all information boxes that pertain to you?
- Have you attached a certificate of insurance?
- For any processed food items - have you attached inspection pass documentation for commercial / farm kitchen?
- If it is not your own commercial kitchen, have you attached a letter from the kitchen owner confirming your items are prepared at this location?
- For half season, or occasional vendor applications - have you indicated your preferred dates for participation?
- Have you mailed your registration fee of \$28.25 (dated now)?
- I am missing some items from above, and will upload/mail/email them as soon as possible.

By submitting this application you acknowledge you have read and agree to abide by the [2024 Waterdown Farmers' Market Policies](#).

By submitting this application you acknowledge you have read and agree to abide by the [2024 Waterdown Farmers' Market Code of Conduct](#).

You also authorize your name(s) to be printed on the Waterdown Farmers' Market Vendor list, website and other electronic media (once accepted). Furthermore, you authorize the use of any images of you pursuing Waterdown Farmers' Market activities in any promotional material.

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