

Carvel Station Farmers' Market



Vendor Policy for 2015 Market Season

Please complete all components of this form to apply for a table at the Carvel Station Farmers' Market so that we may serve you as well as possible. Markets are on Thursdays from 5:00 pm to 8:00 pm, May 12 through August 25, 2015. Thanksgiving Market will be held on October 6, 2016.

Market contacts are: Stephanie Sabadaska (780) 499-1112 and Jennifer Burns-Robinson (780) 720-0188

Terms and Conditions:

- The Carvel Station Market encourages a spirit of cooperative participation of vendors. To ensure a successful event for all, vendors are expected to help advertise Market events through websites, Facebook pages, Twitter, word-of-mouth, flyer distribution and whatever avenues are available, as we will also post your vendor information to promote and encourage success for the market.
- Remember having a polished presentation is the key to a successful sale. Be sure to set your table and display to showcase your wares to the maximum.
- For Weekly Vendors within the Make/Bake/Grow category, table fees are \$10 per week per table. Season fees are due by May 1, 2016.
- For Alternating Week & Selected Dates Vendors, table fees are \$15 per week per table. Alternating Week Vendors who pay in full by May 1, 2016 can enjoy a reduced rate of \$12 per week, per table.
- Food Truck Vendor fees are \$10 per week.
- No Refunds - Event will happen rain or shine.
- ***Cancellation Policy: If a vendor needs to cancel participation, all attempts will be made to re-assign the vendor's space. Should a replacement be found, then a refund will be made to the original vendor. Please provide at least 24 hours notice of cancellation.***
- The CSFM will be following the Alberta-approved farmer's market vendor guidelines of 80% Alberta Made, Grown or Baked and 20% other.
- Booths are rented on a first come, first serve basis. **We reserve the right to limit the number of vendors in a particular category (i.e. jewelry) to ensure a good overall variety of products.**
- The CSFM Coordinators may choose to deny a vendor for any reason including inappropriateness of products and duplication of categories.
- Setup begins at 3:00 pm. Tear-down will begin at 8 pm. No early tear-downs.
- Booths will be located indoors and outdoors.
- Food vendors selling must have proof of insurance, either a commercial policy or extended homeowners coverage. Other vendors are encouraged to obtain insurance coverage.
- All health regulations apply for food and concession vendors. Health certificates must be displayed.
- Seasonal vendors will maintain their selected space for the duration of the market.
- Electrical access is very limited and will be approved on a first come, first serve basis.
- Tables sizes are 6 ft or 8 ft. Requests for a particular size will be honoured on a first come, first serve basis. Participants are welcome to bring their own display units, tables etc. Outdoor vendors are encouraged to bring a shelter as none are available for use at the facility. Indoor space will be limited to 8 x 8 ft and outdoor space will be limited to 10 ft x 10 ft.
- Participants are responsible for the set-up and clean up of their table/booths. Participants cannot impair others' table/booths (i.e. sign or display blockage). Vendors will not be allowed to move table/booth locations once a location has been assigned. No exceptions.
- Vendors keep all profits from their booths.