



2020 Downtown Camrose Market Vendor Registration

Thursdays 4:30 pm to 7:30 pm
June 11 to Sept 17, 2020



(780) 672-5191
Manager@DowntownCamrose.com

Vendor Information

Business Name: _____

Vendor Name: _____

Vendor Address: _____

Phone: _____ Cell: _____

Email: _____ Website: _____

Availability: *Please indicate which dates you are available for. Preference will be given to vendors wishing to participate in the full season.*

June 11 (opening market)

August 6

June 18

August 13

June 25

August 20

July 2

August 27

July 9

September 3

July 16

September 10

July 23

September 17 (closing market)

July 30

Total Number of Dates Available: _____



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2020 Pricing:

- 10' by 10' Season Pass: Pre-book all 15 market days by April 13, 2020 for \$250.00 total!
- 10' by 10' Early Bird Package: Pre-book at least 10 market dates by April 13, 2020 for \$18/week
- 10' by 10' Regular Package: Pre-book at least 10 market dates before June 1, 2020 for \$20/week
- 10' by 10' Drop In: \$25 per week for drop ins and week-by-week payments
- 10' by 20' Season Pass: Pre-book all 15 market days by April 13, 2020 for \$500.00 total!
- 10' by 20' Early Bird Package: Pre-book at least 10 market dates by April 13, 2020 for \$36/week
- 10' by 20' Regular Package: Pre-book at least 10 market dates before June 1, 2020 for \$40/week
- 10' by 20' Drop In: \$50 per week for drop ins and week-by-week payments
- 10' x 30' Season Pass: Pre-book all 15 market days by April 13, 2020 for \$700.00 total!
- 10' x 30' Early Bird Package: Pre-book at least 10 market dates by April 13, 2020 for \$50/week
- 10' x 30' Regular Package: Pre-book at least 10 market dates before June 1, 2020 for \$54/week
- 10' x 30' Drop In: \$75 per week for drop ins and week-by-week payments

Please note that these prices apply to a single business per stall. Please see refund policy under rules and regulations. All extra spaces will be sold at \$25 per week based on availability.

I have included \$_____ for my space based on _____ dates that I will attend the market.

Applicant

Date

Please sign and date to indicate agreement of this application's payment process.



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For Food Vendors:

According to Alberta Agriculture and Rural Development, it's mandatory that all food vendors selling at Alberta approved farmers' markets complete the farmers' market food safety course. If you are a food vendor, please include a copy of your certificate with your application.

Have you completed Food Safety Training? Yes No

Have you completed the Farmers' Market Home Study? Yes No

Have you completed the Food Safe course? Yes No

Rules & Regulations

1. You must make it, bake it, grow it, or produce it yourself in order to be able to sell it at our market.
2. Everyone must complete an application form annually.
3. The Downtown Camrose Farmers' Market has liability insurance, but it does not extend to vendors or their products. It's recommended that all vendors be covered with personal liability insurance. Food vendors must carry liability insurance.
4. All food vendors are subject to the Alberta Health Services Food Service Public Health Regulations governing Farmers' Markets. All food vendors must be certified for the handling of food. Successful completion of the home study course is acceptable for those selling at an Alberta Approved Farmers' Market. Compliance is mandatory.
5. The Downtown Camrose Association manager will or will not approve vendors using a quota system as required. If there is an issue, a vendor can submit a complaint to the Farmers' Market Committee to be resolved.
6. The Downtown Camrose Association manager will be responsible for what vendors can bring into the market and will make sure each vendor understands the farmers' market rules. Introduction of new products to the market during the season must be approved by the manager.
7. Vendors must provide their own tents, tables, chairs, tablecloths, and marketing materials.
8. Set up and take down of stalls is the responsibility of the vendors. Set up starts at 3:00 pm and all vehicles must be off the designated market road after 4:00 pm.
9. Food trucks/trailers must fit in the space that they paid for. All trailers must be unhitched for safety. Please mark hitch with an orange pylon.



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Rules & Regulations Continued

10. Smoking in the market is prohibited due to food safety.
11. Each vendor will have a designated place at the market. Drop in vendors can only use the designated spots if it has been confirmed that the usual tenant of the space is not available that day. Please note that even if you have a regular spot, the manager reserves the right to change or move you if required.
12. Vendors are responsible for providing adequate anchors for awnings to prevent accidents.
13. Vendors are responsible for keeping their stall areas clean during market hours.
14. Market hours are between **4:30 pm and 7:30 pm** and will start with **one sound** of the horn. The street will be closed from 3:00 pm to 8:30 pm to provide time for set up and take down.
15. In case of adverse weather, the market may close early with **three sounds** of the horn. Pack up quickly and/or move to safety.
16. Vendors must stay for the duration of the market day, providing there has not been three sounds of the horn due to adverse weather. This includes vendors who have sold out their stock. If a vendor has sold out, a sign may be placed on the empty table, but no dismantling is to be started until the designated take down time.
17. Selling prior to 4:30 pm is prohibited.
18. Subletting of stalls is prohibited.
19. B.C. fruit vendors will not, at any time, be allowed to sell vegetables or fruit grown by local producers.
20. Week-to-week fees or drop-in fees must be paid to the Downtown Camrose Association manager each week.
21. Customer complaints are to be directed to the Downtown Camrose Association manager who will endeavor to resolve the situation. Complaints will be addressed at the earliest possible time for a satisfactory resolution. A three-strike rule is in effect.
22. Vendor complaints are to be put in writing, signed, put in an envelope, and given either to the Downtown Camrose Association manager or to any member of the Board of Directors. It's inappropriate for vendors to voice their complaints to their customers.



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Rules & Regulations Continued

23. Vendors will be neat and clean and must conduct themselves in a professional manner. Any complaints received regarding unprofessional conduct, including the use of profane language, smoking, cleanliness, etc., may be considered grounds for immediate dismissal from the market. Insubordination, consumption of drugs or alcohol, or fighting during the market will result in immediate dismissal. No warnings are required nor are refunds given.
24. Vendors who have pre-paid and do not attend the market will not receive their money back unless it is an emergency, which will be evaluated on a case-by-case basis.
25. All vendors agree to comply with these rules and regulations.

Agreement

Please initial each item to signify agreement:

- I give Downtown Camrose Market and the Downtown Camrose Association permission to use photos of my products or myself for advertising purposes.
- I give consent to the Downtown Camrose Market and the Downtown Camrose Association to disclose my name and contact information to anyone inquiring about my products.
- I understand that I am responsible for my own insurance while operating on the Downtown Camrose Market site.
- The Downtown Camrose Market and the Downtown Camrose Association, or any employees thereof, will not be held responsible for any damage to my equipment, produce, goods, property, or vehicles for any of my activities.
- I hereby certify that the information provided by myself on this application is accurate and complete.
- I understand that I will be expelled from the Downtown Camrose Market if I do not follow the rules, regulations, policies, and bylaws of the Downtown Camrose Market.

Please sign and date to indicate understanding and agreement of this application.

Signature of applicant

Date: