



2600 KOYL AVENUE • S7L 5X9
 SASKATOONFARMERSMARKET.COM
 SKFARM@SASKTEL.NET
 (P) 306-384-6262

**SASKATOON FARMERS' MARKET
 Vendor Application and Contract**

Please return signed application with application fee to the Saskatoon Farmers' Market office, or by email to skfarm@sasktel.net. Incomplete or unpaid applications will not be processed.

If you have questions, contact the Saskatoon Farmers' Market at: 306-384-6262 or at skfarm@sasktel.net.

Applicant Information:

* indicates required field.

*Date of Application		
*Contact Name		
*Business Name		
*Billing Address		
*Telephone Number		
*Email		
Website		
*Name(s) of additional people involved in business.		
*What days or types of markets are you interested to attend?	<input type="checkbox"/>	Saturdays
	<input type="checkbox"/>	Sundays
	<input type="checkbox"/>	Wednesdays (Stonebridge in Summertime)
	<input type="checkbox"/>	Seasonal Pop-up Markets
	<input type="checkbox"/>	Virtual Farmers' Market
*What season(s) will you attend/be active at market?		



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Product Information:

<p>*List your primary and all additional products that you wish to sell. Provide a description of all products, indicating if you make, bake, grow, or harvest them. Photographs are recommended.</p>		
<p>*If you are a farmer, provide information to verify your operation including land location where product is grown, size of land, and photos.</p>		
<p>*If you are a craftsperson, explain your craft and how you make your product.</p>		
<p>*If you are wishing to sell prepared foods, where do you prepare your foods? Is this a licensed kitchen?</p>		
<p>*Do you sell your products at any other Farmers' Market(s)? If yes, please provide a reference.</p>	Yes	
	No	
<p>*Has your product been juried by any other organization? If yes, which organization and what outcome?</p>	Yes	
	No	
<p>*Why do you want to sell your product at the Saskatoon Farmers' Market?</p>		



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Space Requirements:

*Describe your plan for your vendor stall.	
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Website and Social Media Content:

Social Media Handle	
Website	
Online Listings/Store	
Email address	
Please provide a short bio for use on the Saskatoon Farmers' Market website.	

Freedom of Information Protection: The SFM will protect your personal information and will not distribute your contact or other information without your permission. By providing the above information for the SFM's website and social media, you are granting permission for the specific information to be shared to meet promotional and customer service needs that may arise.

Food Vendors:

Sale of food and food products is regulated by Saskatchewan Health Authority's Environmental Public Health Department. All vendors selling food products must comply with minimum requirements set forth by the EPH and are subject to inspection. Vendors must submit documentation to the EPH annually, via the SFM office. Verification of production facilities & licenses is also required by the SFM office.

As relevant, attach:

- Food Safe Certificate
- Meat Facility form
- Certificate of Pasteurization
- Certification of Organic Production
- Insurance (if relevant)
- Catering Licence
- Food Cart or Food Truck Licence



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SASKATOON FARMERS' MARKET VENDOR FEES
*Rates effective August 2020 except * effective October 2020*

Line:

1	New Renter Application Fee	\$50 + \$2.50gst
2	SFM Annual Membership Fees	
3	*Provisional Membership (Year 1)	\$100
4	*Individual Membership (Year 2 and onward)	\$150
5	*Dual Membership	\$250
6	Indoor Stall Fees	
7	8' x 8' Stall	
8	*Annual Pre-pay (Sat & Sun)	\$2,850
9	Quarterly Pre-pay (Sat & Sun)	\$750
10	*Weekly (Sat & Sun)	\$70
11	Sunday	\$30
12Non-Member Day Renter *restrictions apply, see next page	\$100
13	8' x 12' Stall	
14	*Annual Pre-pay (Sat & Sun)	\$4,275
15	Quarterly Pre-pay (Sat & Sun)	\$1,125
16	Outdoor Stall Fees	
17	10' Frontage	
18	*Quarterly Pre-pay (Sat & Sun)	\$780
19	*Weekly (Sat & Sun)	\$70
20	Sunday Only	\$30
21	Wednesday	\$30
22	Virtual Farmers' Market Fees	
23	Local Line Annual Subscription Fee	\$100
24	Local Line Monthly Subscription Fee	\$20
25	Square Fees	Variable
26	SFM Commission - Vendors at Market	10% of sales
27	SFM Commission - Members & New Renters not at Market	15% of sales
28	Additional Fees	
29	Indoor Corner Stall	15%
30	Annual Marketing Fee	\$50
31	Annual Fridge or Freezer (each)	\$200
32	Monthly Storage Fee – left property	\$300



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Explanation of Fees and Charges:

Line	Explanation
1	Payable at time of application by prospective regular vendors. Includes in-person markets and Virtual Farmers' Market.
2	SFM Membership fees.
3	Payable by new renters of the SFM at the onset of their term.
4	Payable annually by members of the SFM. Annual membership fee due October 1.
5	For two co-owners of the same business.
6	For indoor space at the SFM.
7	n/a
8	A 5% reduction on the price of the standard quarterly rate. Inclusive of Saturday and Sunday markets.
9	The standard quarterly rate for an 8' * 8' booth, inclusive of Saturday and Sunday markets.
10	Fee for Saturday and Sunday in the same week.
11	Fee for Sunday only.
12	Weekend Fee for non-members comes with the following restrictions no stall sharing, 8x8booths only, must remove all display/tables each week
13	N/A
14	A 5% reduction on the price of the standard quarterly rate. Inclusive of Saturday and Sunday markets.
15	The standard rate for an 8' *12' booth. Inclusive of Saturday and Sunday markets.
16	n/a
17	n/a
18	The standard quarterly rate for an 10' * 10' booth, inclusive of Saturday and Sunday markets.
19	The standard weekly rate for an 10' * 10' booth, inclusive of Saturday and Sunday in the same week. .
20	Fee for Sunday attendance.
21	Fee for Wednesday attendance.
22	VFM Fees are deducted from vendor sales. Vendors are paid bi-weekly by cheque. If sales do not cover expenses, vendors must still cover the fees.
23	Local Line Annual Subscription Fee - For vendors who wish to sell in the VFM year round.
24	Local Line Monthly Subscription Fee - For vendors who wish to sell in the VFM for 5 months or less.
25	Charged back at cost to recover fees charged by Square. Fees range between 2.5% and 4% of sales; subject to change.
26	Applicable to vendors at market.
27	Applicable to members & new renters not at market.
28	Applicable if relevant per the below.
29	Premium charge for a booth with one corner resulting in 2 frontages.
30	Annual Marketing fee – invoiced in 2 \$25 invoices.
31	Charge to recover electrical use by fridges & freezers.
32	To offset storage fees for abandoned property. Does not include property left in paid booths.

Additional Price and Billing Information:

GST will be applied to all fees. Advance payment is required. Application fee & payments non-refundable.

The Saskatoon Farmers' Market accepts cheques, cash, and electronic transfers. **Make cheques payable to Saskatoon Farmers' Market and e-transfers payable to skfarm@sasktel.net.**

TERMS OF RENTAL CONTRACT



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1. Applications will be accepted at the discretion of the Saskatoon Farmers' Market Board of Directors. Incomplete applications will not be reviewed. Unpaid applications will not be considered complete and will not be reviewed. It is the sole responsibility of the applicant to ensure their application is complete.
2. If an applicant is accepted as a New Renter, they must ensure any additional information required is provided to the SFM office.
3. No access will be granted prior to receipt of complete payment of rental fees.
4. The SFM BOD has the right to terminate any New Renter at any time if circumstances arise to warrant termination. In the case of termination, application or other paid fees will not be refunded.
5. Renters are responsible to familiarize themselves with and abide by the SFM Renter Policies, SFM Cooperative Bylaws, Public Health Guidelines, City of Saskatoon Bylaws, and all other applicable regulations and laws that may pertain to their businesses.
6. Renters are responsible to complete government remittances that may be required by law on their own behalf.

APPLICANT'S DECLARATION

I hereby apply to become a **New Renter** with the Saskatoon Farmers' Market Cooperative. I attest that:

- I am a resident of Saskatchewan;
- I will sell only products that are made, baked, gathered, or grown by myself;
- If requested, I will grant the SFM Board of Directors and/or their representatives access to my operation or premises for the purpose of inspection at a mutually agreed time;
- I will abide by the SFM Renter Policies, SFM Cooperative Bylaws, Public Health Guidelines, City of Saskatoon Bylaws, and all other applicable regulations and laws; and,
- I have been truthful in this application.

Signed:

Applicant

Date