

Table No:  
\_\_\_\_\_

## 2022 LINDEN WOODS FARMERS MARKET VENDOR REGISTRATION FORM

NAME OF VENDOR: \_\_\_\_\_

NAME OF CONTACT: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

EMAIL: \_\_\_\_\_  
(email used for correspondence and sending next year's application)

**Brief description of product(s) to be carried**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**STALL INFORMATION: Stalls are approximately 8 feet by 6 feet. If you require more than ones stall (or more space) this must be communicated at the time of application and is subject to availability. Additional charges may apply.**

I have read the General Information and Vendor Contract (attached) and agree to abide by the fees, rules and regulations governing the Linden Woods Farmers Market.

\_\_\_\_\_  
*Signature:* \_\_\_\_\_  
*Date*

Return this application form and cheque payable to *Linden Woods Community Centre* (or in person during regular business hours) to:  
414 Lindenwood Drive West  
Winnipeg MB R3P 2K5  
Or: by PayPal with debit/credit card (link on website: [www.lindenwoodsc.com](http://www.lindenwoodsc.com) )

For Farmer's Market Committee use only:

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

Full Season (July/August/Sept. 5) \_\_\_\_\_ Partial Season (July/August) \_\_\_\_\_  
Casual: July 11 \_\_\_\_\_ July 25 \_\_\_\_\_ Aug. 8 \_\_\_\_\_ Aug. 22 \_\_\_\_\_ Sept. 5. \_\_\_\_\_

Paid by: Cheque  Name on Cheque: \_\_\_\_\_ Cheque No: \_\_\_\_\_  
Cash   
Credit Card   
PayPal

Amount Received: \_\_\_\_\_

## THE LINDEN WOODS FARMERS MARKET - 2022 General Information and Vendor Contract

### General Information

**Vendor's Products:** Market Vendor's are expected to follow all applicable health and related regulations as set out by the Province of Manitoba. Vendor Information will be forwarded to the market's health inspector as needed.

**Contact Information:** The program coordinator and/or designated volunteers are responsible for overseeing the management of the market. For question regarding the market, please contact **Heather Grower** at [lwcc.events@shaw.ca](mailto:lwcc.events@shaw.ca).

### Market Fees

#### Fee Structure and Stall Assignments

Payment can be made by cash, credit, debit or cheque. If paying by cash, credit or debit, please make payment in person at the Community Centre. All cheques should be made payable to the Linden Woods Community Centre. There will be a \$40 fee for any returned cheques. **All fees must be paid at the time of registration.** We will not be accepting any payments on the day of the market.

- Vendors registering for the full season: July, August, September - \$108 (\$18/market)
- Vendors registering for July and August only: \$80 (\$20/market)
- Casual Vendors: \$25/ market

### Market Rules

1. Vendors are expected to abide by and follow the rules written below.
2. Tables will be pre-assigned. You will receive your assigned placement with your confirmation. There will be no change of table allocation. The Farmers Market Committee has final authority as to who will participate in the sale.
3. The Linden Woods Farmers Market is open from 2 to 7 pm every other Monday beginning July 11 for the months of July/August and the first Monday in September. All stalls must be set up and ready by 1:45 pm. Stalls can begin being setup as of 1 pm.
4. As a courtesy to other participants at the market, you shall conduct your business within your stall's boundaries only. The table length is 8 feet. You are given an approximate space of 8' x 6' to use for your table, backdrops, products, etc.
5. Canopies enhance the visibility of the market, protect your products and create a sales area for your goods. All vendors should have their own canopy. Please note that we do not provide canopies to vendors.
6. Vendors are responsible for providing their own tables, chairs, canopy weights, and any other display equipment. These items cannot remain onsite and must be removed from the grounds at the end of each market.
7. Vendors are responsible for their own cash boxes, receipt books, table covers, and Manitoba Sales Tax and GST numbers (if applicable).

8. Tables must be staffed at all times during the sale,
9. Vendors must have obtained their own permits/licenses for selling their products as required by the Province of Manitoba and/or the City of Winnipeg.
10. As a courtesy to your neighbouring vendors, all vendors are expected to remain at the market for the full duration, 2-7 pm.
11. Smoking is allowed only in designated smoking areas (as per City of Winnipeg smoking by-laws).
12. For everyone's safety and comfort, vendors are **not** permitted to bring their pets.
13. Prices for products must be clearly displayed.
14. Vendors are responsible for cleaning their stalls at the end of the day. All garbage and recyclables must be removed from stall area and disposed of in the proper receptacles.
15. Washroom facilities are available inside the community centre. Please help keep these washrooms clean and tidy by contacting the coordinator if the washroom needs attention.
16. New vendors can request stalls up to one week before a market date.
17. Vendors selling products by weight must use approved scales bearing the stamp of Canada Weights and Measures.
18. The Community Centre is a gathering place for families and neighbourhood children. No verbal or physical abuse towards visitors, coordinators, or fellow vendors will be tolerated. Excessive noise onsite is not permitted. Taking photos of visitors without their permission is not permitted.
19. Personal belongings are the responsibility of the vendor and not the responsibility of the Community Centre. The Linden Woods Community Centre is not responsible for lost, damaged, or stolen property.
20. Vendors who have paid the registration fee but do not attend will NOT be refunded their fees.
21. The coordinator and the executive of the Linden Woods Community Centre reserve the right to cancel the market or close the market early due to bad weather or circumstances beyond their control. The coordinator will provide as much notice as possible in the case of cancellation or early closure. When possible, registration fees will be refunded.
22. Children must be supervised at all times during market hours.
23. All vendors participating in the market confirm that they are eager and willing to take part in a mutually successful and enjoyable venture. If any of the above rules are violated, the coordinator will do their best to resolve any issues, but Linden Woods Community Centre reserves the ability to prohibit a vendor from participating in the market.