

# Linden Woods - Fall Harvest Farmers Market

## Vendor Application

DATE and TIME: September 15, 2024. 3pm to 7pm.

The inaugural Fall Harvest Farmers Market is hosted by the Linden Woods Community Centre, as a celebration of fall for community members. This event will combine a vibrant Farmers Market full of Manitoba vendors, and will also feature kids activities, musicians, and cultural presentations.

Linden Woods is a diverse neighbourhood in the Fort Garry area with a population of over 10,000 residents. The Fall Harvest Farmers Market will attract Linden Woods residents as well as residents from the nearby communities of Linden Ridge, Whyte Ridge, Tuxedo, and Fort Garry.

The farmers market will occur at the Linden Woods Community Centre at 414 Lindenwood Drive West. It is a fantastic venue which is at the centre of the neighbourhood. Market vendors will set up outdoors, in our front parking lot.

All vendors are required to read and agree to all terms and conditions and must comply with the Province of Manitoba's Farmers' Market Guidelines:

([https://www.gov.mb.ca/health/publichealth/environmentalhealth/protection/docs/farmers\\_market.pdf](https://www.gov.mb.ca/health/publichealth/environmentalhealth/protection/docs/farmers_market.pdf))

### **Market Fees:**

\$20 booth fee for the day.

Please note that payment must be made at the time of application. (A refund will be issued if you are not accepted). Market space cannot be reserved without payment.

Payments can be made in the following ways:

- 1) Online with PayPal: [www.paypal.com/paypalme/LindenWoodsCC](http://www.paypal.com/paypalme/LindenWoodsCC) Please send a completed copy of the application, along with the PayPal receipt to [specialevents@lindenwoodsc.com](mailto:specialevents@lindenwoodsc.com)
- 2) Credit card payments can be made over the phone (204-487-2435) during regular business hours Monday to Friday, 9:00am to 5:00pm. Please send a completed copy of the application to [specialevents@lindenwoodsc.com](mailto:specialevents@lindenwoodsc.com)
- 3) Credit, debit or cash payments can be made in person at the Community Centre during regular business hours, Monday to Friday, 9:00am to 5:00pm. Please include a completed application with your payment. • Completed applications can also be mailed

or dropped off with a cheque payable to Linden Woods Community Centre in the amount of \$20.00 to 414 Lindenwood Drive West, Winnipeg MB R3P 2K5.

Not For Profits may be offered a free booth at the Linden Woods Farmers Market, if space is available.

#### Vendor Selection Process:

The Linden Woods Farmers Market operates as a Food First Farmers Market. This means we try to include vendors who are selling food or food related products or services before including vendors that sell crafts. All products must be grown or made by the vendor.

Selection of vendors will be made by considering the following criteria (in no particular order):

- Ethics and sustainability of production, product, or service
- Quality of Good or Service
- Uniqueness of Good or Service to the market
- Affordability
- Vendor is a member of our community

#### Vendor/Applicant Information

\* Indicates required question

<u>Email Address</u> *	
<u>Business Name</u> *	
<u>Owner Mailing Address</u> *	
<u>Owner Phone Number</u> *	
<u>Products:</u> * Both food and craft vendors must provide a list of products they will be selling.  Food and food products: Be very specific, as this is necessary for the food inspector.	

<p><i>ex for a Baker: baked cookies, slices of cake with cream cheese icing, scones, chocolate-dipped</i></p> <p><i>ex for a Farmer: lettuce, corn, etc..</i></p> <p><i>ex for a Meat producer: Prepackaged and vacuum sealed chicken, etc.</i></p>	
<p><u>(Food vendors only):</u> <u>Address where products were made</u></p>	
<p><u>Do you require power?</u> (a small number of powered spots area are available)</p>	
<p><u>Emergency Contact name:</u> *</p>	
<p><u>Emergency Contact number:</u>*</p>	
<p><u>Business Description</u> *</p> <p>Please write a brief (5 sentences maximum) description of your business and the products offered. Let us know what sets your business and products apart from others. This description will be pulled from when we do vendor highlights on social media.</p>	
<p><u>Website Link</u></p>	
<p><u>Social Media Links:</u> Instagram Facebook Tik Tok etc..</p>	

## Linden Woods Farmers Market Terms and Conditions

1. All vendors are required to remain for the entire duration of the market. You must be set-up by 2:45pm and remain until 7pm.
2. As some foods require a proper health permit and must be made in a commercial kitchen, it is the vendor's responsibility to obtain the permit and have it on hand during market hours. A copy of this permit must also be submitted via email to [specialevents@lindenwoodsgc.com](mailto:specialevents@lindenwoodsgc.com). Please contact the Market Director if you require any assistance with guidelines and regulations. Refer to the Manitoba market guidelines for more specific information. [www.gov.mb.ca/health/publichealth/environmentalhealth/protection/docs/farmers\\_market.pdf](http://www.gov.mb.ca/health/publichealth/environmentalhealth/protection/docs/farmers_market.pdf). You can also email [healthprotection@gov.mb.ca](mailto:healthprotection@gov.mb.ca) for more information.
3. Items that you plan to sell should be listed in your application - please notify the coordinator at any point during the market season if you would like to bring an additional product. All products must be approved before the market - this is a requirement of Health Canada.
4. Sharing your 10'x 10' space with another vendor is not allowed unless approved by the Director.
5. You must provide your own table(s), chair(s) and tent at the market. The maximum size of tent/canopy is 10'x10'. **Vendors must also bring weights to anchor their tent on a paved surface** (sandbags, buckets of sand, concrete blocks, etc..)
6. Under no circumstance can any vendor's vehicles remain parked in the Community Centre parking lot. Parking and loading details will be communicated to all accepted vendors in advance of the event.
7. Vendor placement will be assigned by the Market Director in advance of the event.

By agreeing with this document, you are accepting the terms and conditions listed above.

I agree with the terms and conditions listed above

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Signature of Vendor

Date