



MARKET

A FUNDRAISER SUPPORTING
THE WETASKIWIN DISTRICT HERITAGE MUSEUM CENTRE
& CITY OF WETASKIWIN ARCHIVES

SATURDAY, JUNE 10, 2023

10 AM – 3 PM

MAIN STREET WETASKIWIN

Vendor Application

HERITAGE AG MARKET REGULATIONS AND PROCEDURES

1. The market hours will be from 10am to 3pm
2. Vendors are only permitted to sell products that have been approved by the market managers.
3. Vendors must have cash and carry products to sell at the market. Vendors wanting only to advertise products or services will not be accepted into the market.*
4. Used and flea market items are prohibited.
5. Vendors are expected to conduct themselves in a professional and ethical manner at the market. Expected conduct includes proper attire, language, attitudes, and business practices that positively reflect on the reputation and values of the market. Offensive or disruptive conduct is prohibited and will result in expulsion from the market.
6. Vendors are not permitted to leave their stalls to acquire customers, or to distract customers while they are at other vendor's stalls.
7. Price undercutting is not permitted.
8. The HERITAGE AG MARKET is a public market, and therefore all food sold must be prepared in an Alberta Health Services approved facility with a valid food handling permit. Vendors selling food must meet all Alberta Health Services guidelines. Food products must have proper labeling as directed by the Canadian Food Inspection Agency.
9. Due to the increased health and safety guidelines, food and beverage sampling will only be permitted if Alberta Health Services allows it. Updates and information regarding sampling will be sent by email.
10. The market managers will confirm the location of stalls upon vendor's arrival.
11. Vendors may not be set up unless the market managers are on site.
12. Vendors must bring their own tables, tents, and weights. Tents are not required but are recommended. All tents must be securely anchored with weights (Note: rubber straps are prohibited). Market managers will take down tents that are not sufficiently anchored.
13. All equipment, displays, and signs must be kept within each vendor's allotted space.
14. Vendors' spacing and placement is at the sole discretion of the market managers.
15. Vendors must be in their stalls by 930am. Vendors who arrive late must carry in their products or may not be permitted to set up if it would be too disruptive.
16. No vendor may sell any product to the public prior to the market opening at 10am.
17. Vendors are not permitted to leave early, and stalls are not to be disassembled before 3:00pm. Public safety is the responsibility of everyone in the market.
18. Vendors are responsible for removing all garbage and recycling from their area and disposing of it off-site (Not in the market garbage's). Vendors operating concessions must supply adequately sized garbage cans in a location easily accessible to customers.
19. Vendors are required to pay for their stalls before they set up. ALL NSF cheques are subject to a \$50.00 processing fee.

20. Vendors must provide 24 hours' notice of cancellation.
21. All stall payments are non-refundable. No refunds will be provided for cancellations.
22. The HERITAGE AG MARKET will run rain or shine. The market will remain open and operational unless active weather requires it to be closed. Active weather is defined as severe thunderstorms or extreme winds. Vendors are not permitted to leave during inclement weather unless the market managers have closed the market.
23. Vendors are not permitted to bring animals to the market.
24. Vendors are not permitted to smoke or vape within the market.
25. Vendors MAY NOT trade, loan, give or sublease the stalls assigned to them. Stalls may not be shared. Only one vendor may operate per stall.
26. Vehicles may not be left running during market hours.
27. Generators must not interfere with other vendors and/or customers.
28. B.C. fruit vendors may only sell B.C. fruit. Fruit from any other province or state is not permitted. Paperwork providing that all fruit is from B.C. must be available at each market.
29. Failure to comply with market regulations, procedures, and/or the code of conduct will result in the following actions in any order: a verbal warning, a written warning, and/or expulsion from HERITAGE AG MARKET. No refunds will be provided. All decisions made by the market managers are final.

* Vendors representing community groups and / or are registered non-profit societies are welcome to have an information only booth. As this is a fundraiser supporting the Wetaskiwin District Heritage Museum and the City of Wetaskiwin Archives no fundraising for other groups will be permitted.

HERITAGE AG MARKET CODE OF CONDUCT

As an accepted vendor at the HERITAGE AG MARKET, I will:

1. Conduct myself and all my affairs in a courteous and respectful manner toward the public, all other vendors, market management and market staff.
2. Consistently behave in a way that respects and recognizes the rights and selling opportunities of other vendors.
3. Only use language and communication that is polite, respectful, and conscientious when interacting with anyone at the market.
4. Operate vehicles, equipment, set-up, and take-down in a manner that is safe and responsible for all market participants.
5. Respect and adhere to the HERITAGE AG MARKET Regulations and Procedures outlined in my application.
6. Ensure that no alcohol or other mind-altering drugs that may affect my judgment or my conduct are present in my system at the market.
7. Sell at the market while making sure all of my products and business practices abide by the laws and regulations set down by Alberta Health Services, Health Canada, and any other relevant agency.
8. Work together with farmers market Management to resolve any conflicts or concerns in a calm and cooperative manner to ensure the market day is a good experience for all parties involved.
9. Ensure that all staff or those working in my stall are aware of and abide by the Vendor Code of Conduct.
10. By way of my signature on my Application Form, I indicate my understanding and acceptance of this Code of Conduct and the Regulations and Procedures of the HERITAGE AG MARKET and agree to comply with the intention of these documents.

Should a vendor fail to comply with this code of conduct, the market managers will review their indiscretion. Depending on the severity and/or repetition of the offence, the violation may result in a warning letter and/or expulsion from the market.

HERITAGE AG MARKET ADDITIONAL INFORMATION

- The HERITAGE AG MARKET will run Saturday June 10 and the hours are 10:00am to 3:00pm.
- 2023 Rates (10-foot stall frontage): \$25.00 per stall
- Payments may be made by cash, debit, Mastercard, Visa, or American Express at the Heritage Museum (5007 – 50th Avenue, Wetaskiwin, AB T9A 0S3, 780-352-0227) or by E-transfer to wahm@persona.ca
- The market managers reserve the right to limit market size and to reject applications.
- Vendors will be contacted regarding acceptance and approval of products.
- Please return only pages 6 and 7 of this application to the market and keep pages 1 to 5 for your records.
- If you have any questions please phone Larry Fowell at ?.

HERITAGE AG MARKET APPLICATION

Contact Person(s): _____

Business Name: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ E-mail: _____

Website: _____

Emergency Contact: _____ Phone: _____

Products (Please provide a complete list): _____

Do you make, bake, or grow the products that you sell?: Yes No

Do you have a trailer: Yes No (If yes include length): _____

Number of stalls requested: _____

The date is June 10, 2023:

Please check your answer.

I give the HERITAGE AG MARKET permission to use photos of my products or myself for advertising purposes.

I give consent to the HERITAGE AG MARKET to disclose my name and contact information to anyone inquiring about my products.

I have read, understand, and agree to comply with all market regulations, procedures, and the code of conduct as listed by the HERITAGE AG MARKET and on pages 1-4 of this application. Please sign and date to indicate understanding and agreement of the regulations, procedures, code of conduct, and all other components of this application.

Signature of Applicant: _____

Date: _____

HERITAGE AG MARKET 2023 WAIVER

In consideration of being allowed to use the facilities of the HERITAGE AG MARKET, located at Wetaskiwin, AB, we the undersigned, hereby agree to the following:

To waive any and all claims that we, _____ (Participant's Name)

operating as _____ (Business Operating Name) may have against the HERITAGE AG MARKET, the Wetaskiwin & District Museum Society, the and Wetaskiwin District Heritage Museum Centre, and City of Wetaskiwin its directors and officers, employees, agents, representatives and volunteers.

To release from any and all liability for any loss, damage, injury, or expense that occurs out of the use of any of the facilities of the HERITAGE AG MARKET, Wetaskiwin & District Museum Society, Wetaskiwin District Heritage Museum Centre, and City of Wetaskiwin by the above-named Vendor, their family, their employee's participants.

To hold harmless and identify the HERITAGE AG MARKET, Wetaskiwin & District Museum Society, Wetaskiwin District Heritage Museum Centre, and City of Wetaskiwin from any and all liability for any property damage, personal injury to any third party or other financial loss or expense, including legal expense and costs of a solicitor-and his-own-client full indemnity basis, resulting from the participation in any event to be held on the facilities of the HERITAGE AG MARKET.

We, the undersigned, hereby acknowledge that we have read the foregoing and understand its content, import and meaning.

Participant's Name(s): _____

Business Operating Name: _____

Participant's Signature(s): _____

Witness's Signature: _____

Date Signed: _____