

April 11, 2022

Dear past and future vendors,

We hope it has been a good winter for you all and, as members of the board of the Nathan Phillips Farmers' Market Association, Amanda and I wish you all the best for the 2022 season.

We are pleased to enclose your Application Form for the Nathan Phillips Square Farmers' Market for 2022. For this season there will be 17 market days on;

- June: 1,8,15,22
- July: 13,20,27
- August: 3,10,17,24,31
- September: 7,14,21
- October: 19,26

Please note that there is no market on; June 29, and July 6 due to Canada Day ; September 28 and October 5 and 12 due to the Nuit Blanche Festival.

We are pleased to confirm that Jennifer Forde is our Market Manager again this year.

Please read the rules and regulations before completing the form. Insurance must cite Nathan Phillips Square Farmers' Market and The Corporation of the City of Toronto as Additional Insured. You may post date the cheque for April 30, 2022.

The attached registration form and postdated cheque are to be returned by April 25, 2022 to Amanda McCamus. Failure to return your application by the specified date will result in loss of your designated stall. Cheques sent in later than April 25 will incur an additional charge of 20% to original annual cost of the stall. Please make the cheque out to Nathan Phillips Square Farmers Market Association and mail to Amanda McCamus, 530 Stewart Line, Cavan, ON L0A1C0

Please also read The Code of Ethics aimed at increasing transparency at the Nathan Phillips Square Farmers' Market. If you feel that you meet all the criteria on this Code of Ethics please sign it and the Anti-Harassment Form. Please return both with the Application, Insurance Document, Temporary Food Establishment Form and Cheque.

We look forward to seeing you.

Amanda McCamus and Mark Wilson

info@mccamusmaplesyrup.com, mark@elfsong.ca

**Nathan Phillips Square Farmers' Market  
APPLICATION FORM**

Previous vendors have priority

**Starting Date:** Wednesday June 1, 2022 to Wednesday October 26, 2022

**Setup time:** 7AM Closing Time: 2PM

FARM/VENDORS NAME \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

**PRODUCTS TO BE SOLD (PLEASE DESCRIBE IN DETAIL)**

Must be Ontario meat, cheese, and fruits and vegetables. Vendor must grow/produce 70% of what is sold. No crafts. All baked goods and homemade jams must be prepared in a kitchen inspected by their local Health Department. Eggs, meat and cheese must be refrigerated.

I PERSONALLY GROW FOR SALE (please print) I ALSO PLAN TO SELL

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2022 FEE SCHEDULE will remain the same as 2021 but you don't have to be a member of Farm Fresh Ontario.

Stall 10'X 10' : \$1282.00  Stall 10'X20' : \$1752.00

All vehicles must be able to park within the confines of the 24 foot stall width. A 20' x 13' vehicle can manoeuvre within the stall dimensions. Vendors with over size vehicles will be required to unload their products and find parking off-site at their own expense. No off-site parking is provided.

Type of Vehicle:

Vehicle Length: \_\_\_\_\_ feet; Gross Weight: Empty \_\_\_\_\_ lb.; Weight Full \_\_\_\_\_ lbs.

All vendors MUST be Farmers. Farm Business Registration #

Farm Association Membership (please check one)  CFFO  OFA

The Application, Insurance Document, Anti-Harassment Form, Code of Conduct and a Cheque, post dated for April 30 2022 must be received by April 25, 2022 before stalls will be assigned. All vendors must provide a letter written on their insurance company's letterhead showing proof of **Liability Insurance for two million dollars citing Nathan Phillips Square Farmers' Market, 100 Queen Street West, ON, M5H 2N1 and The Corporation of the City of Toronto as Additional Insured.**

Reference (Ontario Ministry of Agriculture & food employee.)

Name \_\_\_\_\_

Phone \_\_\_\_\_

The reference is to verify that each applicant is a producer.

**Send Application, Insurance Letter, Anti-Harassment Form, Code of Ethics Form, Temporary Food Establishment Form and Cheque to:**

**Amanda McCamus, Address: 530 Stewart Line, Cavan, ON L0A1C0**

**Email [info@mccamusmaplesyrup.com](mailto:info@mccamusmaplesyrup.com)**

Please Make Cheque Payable to

**Nathan Phillips Square Farmers Market Association**

**Additional Items:**

- Only one vehicle per stall. All other vehicles must park elsewhere.
- When moving on the square, a person must walk in front of your vehicle as the driver proceeds. If you have no one to walk in front of your vehicle the Market Manager is available in such an occasion.
- Behaviour in a disorderly, abusive or other manner not acceptable to the Farmers' Market Coordinator, Committee or Toronto City Hall Representatives will not be permitted.
- The market will be inspected by an Inspector from Toronto's Health Unit. Please always have a copy of the inspection with you.
- ALL vehicles must fit within the individual stall boundaries to remain on the square during market.
- Vendors may post a tasteful sign identifying their farm operation. Signage, plus any handouts ie. Flyers, business cards, etc. must be approved by Toronto City Hall. Approved handouts may be displayed for customers to pick up at their own discretion. (You may not solicit business.)
- No solicitations/sampling/etc. may be made outside the stall dimensions.
- The market will not tolerate "dumping" of any products, prices cannot be significantly lowered at the end of the day or at the end of the season.
- Vendors cannot give away for free any products that are being sold at the market by another vendor.
- For safety, all poles on canopies are to have additional weight fastened to them to secure the structure. Vendors are to provide these weights. Weights must be

secured before any sales are done. Eg. sand bags, cement pails, etc. Fines will be applied for non-compliance.

- Prominently display signage listing the name of their establishment as well as all product items and prices
- Properly install all signage, including safely securing all material and ensuring material is accurate, windproof, and not impeding access to the Vendor's booth and not staking signage in to the ground
- Do not sell or distribute bottled water
- Do not cover any safety signage in the Square
- Ensure that all Vendors participate on every agreed Farmers' Market date as set out in the Event Schedule, rain or shine.
- Any vendor selling non-Ontario produce, meat, or cheese will be asked to leave.
- All produce for sale must be Canada #1 grade.
- Stalls will be limited based on market product mix. Vendors will provide their own display tables and tents. One vehicle per stall.
- There shall be water station at each stall including a jug of clean water with a spigot and soap for Hand Washing and a container to hold dirty water.
- All garbage must be taken away by the vendor and not left on the square.
- All farm vendors must have a farm registration number. The Nathan Phillips Square Market Association board has the right to terminate the agreement at will.
- All organic products must be certified by a certified organic organization.
  
- **Rule Violations:**
  
- Vendors in violation of any rules, will be fined by the market coordinator, on an escalating scale starting at \$25.00 and doubling the previous fine, for any infractions of the regulations.
  
- Vendors are prohibited from setting up their stall, until all fines have been paid.
  
- Any vendor caught selling non-Ontario produce will receive one warning. With a second violation, the vendor's stall will be forfeited without refund.
  
- Vendors who do not comply with the rules will forfeit their stall without refund.

## **Nathan Phillips Square Farmers' Market Code of Ethics**

To assure transparency and growth in our industry on a basis of mutual respect, fairness and integrity, and ever-mindful of the public welfare, I, as a member of the North York Farmers Market have adopted and do hereby subscribe to the Code of Ethics:

- Be a producer of locally grown/raised/made products.
- Offer for sale only merchandise in best quality condition.
- Present well-kept displays, plainly priced and described, with origin of product clearly marked.
- Sell an honest pack, well filled, and meeting stated grade.
- Use no false or deceptive statements.
- Adhere to highest standards of honest advertising.
- Build business volume on customer confidence.
- Employ only professional, courteous and trained sales people.
- Maintain clean, attractive market stall.
- Observe all laws of the North York Farmers Market.
- Be an active member of the North York Farmers Market.

I acknowledge that I have read the Code of Ethics and agree to abide by it to the best of my ability. I understand that violation of the Code of Ethics may result in my membership being revoked should the Board of Directors feel it necessary to do so.

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Member