



**6602-53 Street  
Taber, Alberta  
T1G 2A2**

**Phone: 403-223-9539  
www.taberagplex.com  
E-mail: taberagplex@telus.net**

Dear Farmers' Market Applicant,

Thank you for your interest in the 2018 Family Cowboy Christmas. This is a Government of Alberta Approved Farmers' Market Event.

We will do our best to accommodate as many applicants as possible while still providing a good market mix. It is necessary that the rules from the Alberta Farmers' Market Association are adhered to strictly when selecting vendors.

Whether you are a returning vendor or a new applicant we ask that you read through the applicant's package thoroughly.

Selected vendors will be notified by October 31, 2018.

Sincerely,

Amanda Valgardson  
Market Manager  
Taber Exhibition Association



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## 2018 Family Cowboy Christmas Application Form SATURDAY, DECEMBER 8, 2018 from 1:00 - 4:00 P.M.

Items are Made, Baked, Grown or Produced in Alberta? \_\_\_\_\_ YES \_\_\_\_\_ NO

Vendor Table \_\_\_\_\_ \$ 20.00 x \_\_\_\_\_ = \$ \_\_\_\_\_

Do you require power? \_\_\_\_\_ YES \_\_\_\_\_ NO

### Products Sold

(List all products. You must indicate which items are purchased from other producers.  
For produce and food items, you must be specific.)

Vendor Name \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_ Town \_\_\_\_\_ Prov \_\_\_\_\_ Postal Code \_\_\_\_\_

E-mail Address \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### To Be Filled In By the Market Manager Only

PAID \$ \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Payment method (please circle) CASH CHQ # \_\_\_\_\_

T.E.A. Market Manager Vendor Approval \_\_\_\_\_ Vendor # \_\_\_\_\_

Notes \_\_\_\_\_

### **Eligibility Criteria**

- Priority will be given to Primary Producers. (Those who qualify under the 80% category. See below.)
- Vendors are chosen to represent a good market mix.
- Vendors must be in good standing with the Taber Exhibition Association and A.H.S.

## **A PROUD ALBERTA APPROVED FARMERS' MARKET WHERE YOU MAKE IT, BAKE IT, GROW IT AND SELL IT!**

### **Objectives of an Alberta Approved Farmers' Market are:**

- To maintain and provide the opportunity for profitable and direct market access of safe and high quality Alberta Agricultural and Agri-Food products to the consumer.
- To provide a framework allowing for a direct sales outlet for safe and high quality handcrafted goods and processed foods, produced in accordance with provincial and federal regulations.
- To enhance community development and build community relationships for Albertans within Alberta's rural and urban settings.
- To provide an opportunity for vendors and managers to acquire the knowledge and to develop the skills needed to maximize the potential success of an Alberta Approved Farmers' Market.

### **Who is eligible to sell at an Alberta Approved Farmers' Market?**

- Alberta residents;
- Alberta agricultural producers;
- Individual Albertans that make, bake or grow their own products.

### **What may be sold at an Alberta Approved Farmers' Market?**

- Vendors at the Taber Exhibition Association Farmers' Market are classed according to the 80/20 rule.
- 80% of the vendors must sell products that they have made, baked, grown or produced in Alberta.
- 20% of the vendors must sell products that will complement the market mix. The sale of products by distributors, franchises, existing storefront owners or the resale of any products is discouraged. Sales by agricultural, commodity or Agri-Food Association are allowed provided that their products complement the existing market mix and they meet the requirements of who may sell. The sale of used goods or flea market products is strictly prohibited at an Alberta Approved Farmers' Market.

**Alberta Farmers' Market Association:** [www.albertamarkets.com](http://www.albertamarkets.com)

**The Family Cowboy Christmas is an APPROVED Farmers' Market event.**



## Rules & Regulations

*The Taber Exhibition Association reserves the right to deny any vendor space and may require vendors to leave the market in the event that the said vendor fails to or refuses to abide by the following rules and regulations set out below.*

- Vendors will not be spaced without:
  1. Payment
  2. Completed & Signed Contract
  3. Copy of Liability Insurance (if applicable)
  4. A Complete List of All Items Being Sold
  5. Food Handling Permit (if applicable)

Initials \_\_\_\_\_

- Vendor payment is due in full by November 1, 2018. NO Refunds will be given at any time.

Initials \_\_\_\_\_

- No vendor shall be granted more space than the space paid for.
- Vendors must visually display a business name and phone number at their booth.  
(Some sort of professional looking signage is required. Business cards are not sufficient enough.)
- Vendors must cover their table(s) with a clean table cloth provided by the vendor.
- Vendors are responsible for keeping their booth clean & tidy during and after the market.
- Vendors are responsible for providing their own clean up after the Market.
- Vendors must include a list of ingredients and allergens on all food products being sold.
- Prices must be displayed visually for all products.
- Certification must be included with contracts (if applicable)
  - o Certification of Government Inspected Meats
  - o Certification of Organic Products
  - o Taber Exhibition Association Vendor Declaration
  - o Food Handling Permits – every vendor who handles food will need to be certified by June to remain in good standing. Food Handling Courses are offered by Alberta Health Services and are free of charge. If you are not certified please call your local AHS Office to register for your course.

Initials \_\_\_\_\_

- All producers must display grade, date packaged and best before date on their product.
- Previously frozen products must be labeled with the original date of freezing.

- Weighed items must be weighed on a scale that has been inspected and approved by federal authorities. The inspection sticker "legal for trade" must be displayed on the scale.
- Full product guarantee is to be offered by all vendors. The vendor will replace the product free of charge or return the money to the customer.

Initials \_\_\_\_\_

- In the case a vendor sells out, they must display a professional sold out sign and leave their table covered until the end of the market. However, vendors are expected to provide enough product to last throughout the market.
- There will be no price undercutting. Prices are to be visually marked.
- Vendors may offer a discount to volume buyers only.
- New products to be introduced must be requested in writing and approved by the Market Manager.
- **You may begin setting up at 10:00 AM, you must be set up by 12:30 PM. Vendors may sell to other vendors before the market opens, but not to customers. Customer sales begin at 1:00PM. No vendor shall pack up before 4:00 P.M.**
- Subletting and sharing of booth space will not be permitted without Market Manager approval.
- After payment has been received by the Taber Exhibition Association, your contact information will appear on our exhibitor lists. By signing the rules and regulations sheet, you give permission to the Taber Exhibition Association to give out your information on the exhibitor lists and to distribute these lists as the Market Manager deems appropriate.

Initials \_\_\_\_\_

- No vendor will offer food(s) that run in direct competition of the Taber Exhibition Association Concession/Kitchen.
- Vendors must provide a regulation fire extinguisher in their booth if they are providing cooked products.
- The sale of food products in the Taber Exhibition Association Farmers' Market is strictly controlled by Alberta Health Services. Information can be obtained by calling your local AHS office.
- The Public Health Act Food Regulations will be adhered to.

Initials \_\_\_\_\_

- No alcoholic beverages are permitted to be consumed at any exhibit space, display area or on site.
- No raw milk products in accordance with Federal Law.
- No internationally imported fruits or vegetables will be permitted.
- Raffle draws, free draws and other draws must be approved by the Market Manager.

- Taber Exhibition Association reserves the right to make changes, additions or deletions to the Taber Exhibition Association Farmers' Market contract at any time.
- No smoking within the facilities.
- Propane cylinders will not be allowed within the building.
- No signage representing the Taber Exhibition Association or any Taber Exhibition Association sponsors can be covered or removed.
- In the event that a vendor damages or causes to be damaged, any property or equipment belonging to the Taber Exhibition Association, the Taber Exhibition Association may repair the damage and charge the cost to the vendor.

Initials \_\_\_\_\_

- Taber Exhibition Association is not responsible for any lost, damaged or stolen property.

Initials \_\_\_\_\_

- **Vendors MUST carry and show proof with their contract of personal liability insurance for all contracts listing food items as being sold by the vendor.** For non-edible products it is recommended (not mandatory) that the vendor have insurance for their own protection.

Initials \_\_\_\_\_

- Offensive behavior displayed to either fellow vendors, members of the public, Taber Exhibition Association staff or volunteers will not be tolerated.
- The Taber Exhibition Association deems the right to deny any vendor space.
- Any infraction to Farmers' Market/Cowboy Christmas rules and regulations by the vendor may result in immediate dismissal at the Market Manager's discretion.
- The Market Manager has full control of operations and conduct in the market.

Name (printed): \_\_\_\_\_

Signature: \_\_\_\_\_

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