

2024 Indoor Market Vendor Application

Thank you for your interest in becoming a vendor at Miller Crossing Farmers' Market located at 14339 50 St NW Edmonton, AB.

www.millercrossingfm.com

Instructions for Application Submission:

1. Complete your application entirely, sign, and date.
2. Initial each box/line for agreement and understanding of the Rules and Regulations of Miller Crossing Farmers Market (MCFM).
3. Submit pages 2-6.
4. Keep a copy of your application, along with a copy of the Rules and Regulations for your reference.
5. A copy of your Liability insurance and/or a signed copy of the enclosed waiver must accompany the application. Having a liability insurance is highly recommended.
6. A copy of your Alberta Food Safety Certificate must be attached along with your application for food vendors.

Please complete the following application IN FULL. Once your application is received you will get an email confirmation. Kindly follow the instructions on how to pay your market fees.

Filled up Application form, cheque, money order/ e-transfer can be submitted to:

Miller Crossing Farmers Market
15012 Miller Blvd
Edmonton, AB T5Y 2Z9
OR

Email Scanned Completed Forms and e-transfer to:

millercrossingfm@gmail.com

Important Note: If your application is not signed, dated, Rules and Regulations initialed and returned with the waiver and/or liability insurance, it will be considered incomplete and will not be submitted for approval. Kindly make sure that you read and follow AHS guidelines for stall holders at [Information for Farmer's Market Managers and Stallholders\(albertahealthservices.ca\)](http://albertahealthservices.ca). If you have any questions, please contact Market Manager at (780) 707 4688 or email millercrossingfm@gmail.com



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The 2024 Miller Crossing Farmers Market is scheduled to run every Sunday starting *October 20, 2024 until December 22, 2024*. Market Hours are from 11:00 AM – 3:00 PM.

All applications are subject to review and approval by the Market Manager.

Please Print

Vendor Business Name: _____

VendoName: _____

Address: _____ City: _____ Postal Code: _____

Mobile Ph: _____ Bus. Ph: _____ Email: _____

Products: Please provide a complete numbered list and describe your products in detail: (attach another page if needed)

Miller Crossing Farmers Market reserves the right to limit items offered for sale, and to verify compliance with the market regulations. You will be advised which items are approved and are not approved to sell at the market. Any proposed additions or changes to approved items require an additional written application, and the approval of the Market Executive, before placing an item on your table for sale. If you do not get prior approval for selling additional items, you will be asked to remove them from your table immediately.

2024 Indoor Market Vendor Fee Schedule

WEEKLY BASIS (\$30 per table)

Please circle the dates you wish to attend the market:

October: 20 27

November: 3 17 24

December: 1 8 15 22

Total market days attending: ____

x Number of tables requested ____

x \$30 per table TOTAL \$ ____

FULL INDOOR MARKET SEASON* (must be paid ahead in full or monthly basis)

(\$25 per 10x10 stall)

Total market days:

9 days x ____ number of tables requested.

x \$25 per table TOTAL \$ ____

**No market on November 10th due to legion availability for Remembrance Day*

Photos

From time to time the Miller Crossing Farmers Market will take pictures during market hours to use for advertising and/or in the market newsletter.

I am willing to allow my picture to be used should it be taken.

Please initial the box.

Yes

No

Rules, Regulations and Guidelines Compliance

I am eligible, have read, understood, and agree with the information provided herein and will comply with all market rules, regulations, and guidelines (p6-8) as specified by Miller Crossing Farmers Market (attached), AFRED and AHS policies. I understand that the Market Executive decision is final and binding.

Please initial the box.

Yes

No

Personal Information Protection Act

In order to comply with the Personal Information Protection Act (PIPA):

I give consent to Miller Crossing Farmers Market to disclose my name, company name and/or telephone number, to those persons inquiring about my product(s).

Please initial the box.

Yes

No

I hereby certify that the information provided by myself, is true, accurate and complete. Please sign for understanding and acceptance of this application. (An unsigned application is considered incomplete and **will not** be submitted for approval.)

Signature of Applicant: _____ Date: _____

Date Received: _____

Signature of Market Manager: _____

WAIVER

In consideration of being allowed to use the facilities of the Kingsway Legion Branch #175 and the Miller Crossing Farmers' Market, located at the Kingsway Legion Branch #175 Community Center and parking lot, we the undersigned, hereby agree to the following:

To waive any and all claims that we,

Name(s) (Must include all participating vendors): _____

Business (operating) Name: _____

may have against the Kingsway Legion Branch #175 and the Miller Crossing Farmers' Market located at the Kingsway Legion Branch #175, 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 Kingsway Legion Branch #175 and the Miller Crossing Farmers' Market, located at the Kingsway Legion Branch #175, by the above-named Vendor, their family, their employees or volunteer participants.

To hold harmless and indemnify the Kingsway Legion Branch #175 and the Miller Crossing Farmers' Market, located at the Kingsway Legion Branch #175, 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 Kingsway Legion Branch #175 and the Miller Crossing Farmers' Market, located at the Kingsway Legion Branch #175 and its parking lot, throughout the 2024 season.

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

Participant's Name (please print)

Witness's Name (please print)

Participant's Signature

Witness's Signature

Date: _____

Date: _____

The signed Waiver must be returned with the application form, or proof of Liability Insurance must be sent in lieu of Waiver.

Miller Crossing Farmers Market Vendor Rules and Regulations/Guidelines

The following Rules and Regulations for the Miller Crossing Farmers' Market operations will be **STRICTLY ENFORCED**. Please note that the Rules & Regulations/Guidelines are subject to change without notice. **You must initial each line for acceptance and understanding and submit with your signed application.**

___ All products sold at the Farmers' Market must conform to Public Health Regulations and Standards of Cleanliness.

___ All products and vendors must comply with all regulations of Alberta Agriculture, Alberta Health Services and the Miller Crossing Farmer's Market.

___ All prepared foods must be wrapped or covered. Dairy products such as whipping cream, cream or custard pies are not allowed unless accompanied by appropriate documentation from the Board of Health, which must be displayed each week.

___ All samples must be covered and have toothpicks in them or be served by the vendor; uncovered samples will be removed. Vendors providing samples must supply garbage containers in a location easily visible and accessible to customers.

___ Vendors obtain the right to use the assigned stall(s) and are responsible to either use the space, or to provide minimum 48 hours advance notice that the space will not be utilized for a specific date or dates. When unable to attend the market you must give the Market Manager a **minimum of 48 hours notice** by calling (780) 707-4688 "**NO REFUNDS**" will be issued for non-usage of stall(s) or cancellation of contract.

___ Vendors **MAY NOT** loan, give or sublease the stall(s) assigned to them.

___ All vendors are required to be in place and ready to operate by 10:30am Sundays. Stalls which are vacant after 10:30am Sundays may be reassigned by the market management. Late vendors are required to check in with the Market Manager. If the stall has **not** been reassigned, the vendor must carry their products to the stall or be relocated at the end of the market, space permitting.

___ The Market is open to the public every **Sunday from 11:00am – 3:00 PM**. Vendors may not disassemble stall(s) until 3:00 PM Sundays to close the market. **ALL VENDORS MUST REMAIN UNTIL CLOSING TIME**.

___ Vendors should be neat and clean in appearance, and must conduct themselves in a professional manner at all times. Any **complaints** received concerning unprofessional conduct, including the use of profane language, smoking, cleanliness of the vendor or vendors' product, etc., would be considered grounds for dismissal from the market. Insubordination, the consumption of alcohol or drugs, and fighting during the market will be cause for immediate dismissal. No warnings are required nor are refunds given.

___ Vendors may sell only approved items. The Market Manager must approve any changes or additions to product lines **IN ADVANCE**. The Market Manager reserves the right to request the **removal of** all products considered unsuitable for sale at the Miller Crossing Farmers' Market.

___ All products will be of high quality. Inferior quality products noted by customers, the Market Manager may result in the vendor being expelled from the market, after being given one (1) written warning.

___ Vendors must leave their stall area clean and remove all garbage from their stalls. Failure to do so will result in a fine. Garbage cans provided at the market are for the use of **CUSTOMERS ONLY**.