



Invermere Farmers and Artists Market Guidelines

Application

All applications for the Invermere Farmer and Artists Market should be received by March for the season for Full Time vendors and at least four (4) weeks prior to the first weekend for Part Time vendors.

Application submission online unless otherwise agreed with market management.

All vendors must indicate the markets they will attend on the application form.

Submission of an application does NOT guarantee acceptance to the market. Market management will consider all applications and after review, acceptances will be forwarded to vendors.

If a requested market date is not available, market management will put the vendor on a wait list.

Payment

Full Time vendors will submit payment in full 30 days after acceptance unless otherwise coordinated with market management.

Part Time vendors will submit payment at least two (2) weeks prior to the requested weekend.

Vendors on the wait list will submit payment when confirmed that a market stall is available.

Cancellations

Vendors shall attend all markets they have indicated on the application form.

If not able to attend, vendors must coordinate with market management at least one (1) week prior to the market date.

Non attendance without prior coordination with market management at least one (1) week prior to the market date will result in a No Show and vendor will be charged the weekend fee.

More than **2** (two) No Shows at indicated markets will result in cancellation of the Full Season discount and full time vendors charged the weekend rate.

Vendor market stalls

Vendor market stalls are 11ft x 10ft or 11ft x 30ft

Build up of market stall is from 6:00am to 8:45am

Invermere Farmers and Artists market is open to the public from 9:00am to 1:00pm

No vehicles are allowed within the market area 08:45am to 1:15pm

Stall breakdown may not commence before 1:00pm

All vendors must supply tables, tents, signage, and supplies.

Please ensure that there are proper weights for the tents.

Electrical generators will not be allowed in the Single Stall areas

All vendors must display required licences and permits.

If an open flame is required for food preparation a fire extinguisher with a minimum rating of **2A 10BC** must be onsite.

All vendors must remove any trash from their stall area

All vendors creating trash **MUST** supply their own refuse containers.

Non-Compliance Action

Product Violations:

Review by market management and a determination will be made in respect to the product in question. Rulings are final and multiple infractions could result in vendor suspension or expulsion from the market.

Customer Complaints:

Market management will forward the information to the vendor and maintain a record of the complaint. Multiple customer complaints could result in the vendor expulsion from the market

Inappropriate Behaviour:

Physically threatening behaviour or violence toward anyone, at any time, will be result in **immediate expulsion** from the market!

Expulsion will continue until investigation by the market management is completed.

Conduct of conduct

The Invermere Farmers & Artist Market provides equal opportunity for farmers, producers, and artists sell their products in a spirited and fun environment. The primary purpose of the “ Code of Conduct” is to ensure the market environment is fun, enjoyable, safe and secure for the public, vendors and all market participants.

As a participant of the Invermere Farmers and Artists Market, I will:

Comply with the BC Association of Farmers Market (BCAFM) Vendor Guide rules and regulations.

Represent myself, my products and the Invermere Farmers & Artist Market in an honest manner whether written or verbal.

Not participate in fraudulent, dishonest or deceptive practices of any kind.

Not offer any resale item(s) that do not comply with the “Make, Bake or Grow” Rules.

Not participate in the market while under the influence of drugs and/or alcohol

Accept responsibility for the conduct and actions of myself, and all persons working on my behalf, including but not limited to my employees, agents, family and volunteers.

Accept responsibility for responding to and reasonably addressing customer complaints

Always conduct myself in a kind a respectful manner toward my fellow vendors, local merchants, the public, Invermere District representatives and market authorities.

Refrain from the use of language that is offensive, threatening or intimidating to others

Operate vehicles and equipment in a safe and responsible manner

Report any Issues or Problems to the Market Coordinator in a timely manner.

Comply with all requirements of the B.C. Interior Health Authority.

Respect, and adhere to, any future Rules and Regulations established by the Invermere Farmers and Artists Market management