



2024 New Vendor Application

Please complete the form below and email to: manager@lakefieldfarmersmarket.net or mail to: Lakefield Farmers' Market, P.O. Box 22, Lakefield, ON K0L 2H0.

Name:	Business Name:
Email:	Telephone:
Mailing Address:	
City/Town:	Postal Code:

Please indicate if you are able to help the market in any way:

- Yes I would like to help! No I am unable to help at this time.

If yes, please describe how:

- Advertising/Promotion Social Media
 Special Events Management Board
 Other (please describe):

Stall Type

Please indicate which type of stall you are applying for by completing the corresponding field below:

You can pay your fees by cash, cheque or through e-transfer through accounts@lakefieldfarmersmarket.ca
Receipts available upon request.

Please refer to the Vendors' Handbook for details on the various fees.

Full Season (May 16 – October 10, 2024)

Stall Fees: \$400 per season per stall (~\$18.18/week for 22 weeks)	
As a full season vendor, your annual membership fee grants you voting rights at market board meetings.	
\$25 Application Fee due with application. At least 50% of Membership, Attendance and Stall Fees due upon application approval. Full payment of fees is due May 2, 2024, 2 weeks before the first day of market.	
Total Number of Stalls (Maximum 3 stalls):	
Stall Fee: \$400 x Number of stalls	\$ _____
Application Fee (Must accompany application)	\$25.00
Membership Fee	\$35.00
Attendance Deposit (refundable upon good attendance) See Handbook for details.	\$40.00
Total Fees	\$ _____
<p>Note: A full season stall indicates that you are committed to attending market each week. In exchange for this commitment, full season vendors are given a discounted weekly stall fee rate. A full market correlates with higher patron traffic, and vendor attendance is vital to the success of the market. If you need to miss a market day, please provide the Market Manager with a minimum of 7 days written notice. If no notice is given, the Lakefield Farmers' Market reserves the right to reassign your stall to another vendor. See full Absenteeism policy in Vendor Handbook.</p> <p>Stall fees and membership fees are non-refundable.</p>	

Daily Stall

Stall Fees: \$40 per week per stall	
Non-refundable \$25 Application Fee due with application. Stall Fees are due each scheduled market day.	
Preferred Dates:	
Total Number of Weeks:	
Total Number of Stalls (Maximum of 3 stalls):	
Stall Fee: Number of Weeks x \$40 x Number of stalls	\$_____
Application Fee (Must accompany application)	\$25.00
Total Fees	\$_____
Stall fees are non-refundable.	

Vendor Type

Please indicate below which vendor class you belong to and briefly describe the products you wish to sell at market. You may fit into more than one of the categories below, so please fill out each section that is appropriate for your business.

Agricultural Vendor

Brief Product Descriptions:	
<p>Note: As a growers-only market, the Lakefield Farmers' Market requires that all agricultural vendors be MyPick verified. This is a non-invasive process which verifies that all agricultural products at the Market are sold by the farmers who produce them. To begin the application process (through Farmers' Markets Ontario), please visit the MyPick website: http://www.farmersmarketsontario.com/mypick/ You must submit proof (i.e. a submitted MyPick application) before the first day of market (Thursday, May 16, 2024) in order to qualify as an agricultural vendor.</p>	

Prepared Food Vendor

Brief Product Descriptions:	
<p>Note: Preference will be given to applicants who demonstrate that their products feature or contain mostly locally produced and sourced ingredients. Not all ingredients must meet these criteria, but the more that do, the better. Vendors in this category will be required to provide a current Food Premises Inspection Certificate and Food Handler's Certificate from the Peterborough Public Health prior to final approval</p>	

Artisanal Vendor

Brief Product Descriptions:	
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Note: Only artisanal products which you have made yourself are permitted at the market (no reselling is allowed). Preference will be given to artisanal vendors who demonstrate that their wares contain natural/recycled/locally sourced materials (please make sure to list these in your product descriptions above). All artisanal wares will be evaluated for market suitability by the Lakefield Farmers' Market artisanal jury. You will be contacted by the Market Manager to arrange for the submission of a portfolio of your work to the Market's artisan jury. Generally speaking, high quality photographs of your products will suffice.

Vendor Profile

Each vendor at the Lakefield Farmers' Market is given a page on our website that describes their business and lists all relevant contact information. Please provide us with the description of your business that you would like to appear on your Vendor Profile, as well as links to your website and any social media that you use.

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How can your customers find you online?

Website:
Facebook:
Twitter:
Instagram:
Other:

Vendor Experience (New Vendors Only Need Complete this Section)

Do you have any experience participating in other Markets, trade events or craft shows?

- Yes No

If Yes, please provide names and dates of Markets and/or events you have attended:

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Terms

Submitting an application to the Lakefield Farmers' Market does not guarantee a place in the market. The management team reserves the right to choose vendors who fit most closely with the vision of the market, which is to provide high quality, locally-produced food and artisanal wares to our customers.

Established or returning vendors with proven good attendance have first right of refusal of their previous stalls. New vendors will be assigned a stall based on availability and the best interests of both the Lakefield Farmers' Market and the vendor. Eligible new vendors will be selected on a first-come, first-served basis until market stalls are full.

Once signed, this document is considered binding for all vendors who accept their invitation to sell at the Lakefield Farmers' Market. Barring exceptional circumstances, the Lakefield Farmers' Market runs rain or shine, for 21 weeks from May to October (specific dates vary year-to-year). It is expected that all vendors will honour their agreed-upon time commitment to the market, whether full season or daily.

Application Fees are due with application. At least 50% of Membership Fees, Attendance Fees and Stall Fees are due at the time of acceptance into the market. The Stall Fee, Membership Fee and Application Fee are non-refundable. The Attendance Fee is refundable at the end of the Market season provided vendors have met the conditions of the Market's Absenteeism Policy outlined in the Vendor Handbook. If your first payment is not received within three weeks after the acceptance of your application, the Lakefield Farmers' Market reserves the right to reassign your stall. The remainder of your stall fees are due 2 weeks before the first market day. Receipts will be issued only at your request.

Vendor Declaration:

- I declare that the information provided above is true and accurate, and that I have read the [Lakefield Farmers' Market Vendors' Handbook](#) and agree to abide by its rules and regulations.
- I understand that the Lakefield Farmers' Market is meant to be a market for local producer-vendors, and that resellers are not eligible for membership.
- I have included my \$25 application fee and understand that my application will not be reviewed unless the application fee is submitted with my application. E-transfer to accounts@lakefieldfarmersmarket.net or mail to Lakefield Farmers' Market, P.O. Box 22, Lakefield, ON K0L 2H0

Name of Applicant:	Date:
Signature of Applicant:	