

# **GALIANO MARKET POLICIES AND VENDOR AGREEMENT.**

By “signing” this agreement the vendor agrees to uphold the purposes of the Galiano Market Society and abide by the policies and rules set out below.

## **PURPOSES**

The purposes of the Galiano Market are:

- to provide a direct outlet for products made or grown on Galiano Island and to encourage local food production
- to give local consumers and visitors an opportunity to interact with island growers, artisans and each other
- to showcase the island’s high quality food and crafts
- to provide a friendly, family-oriented atmosphere where people can relax, be entertained and socialize as well as shop

This agreement is intended to help ensure the Market fulfills its purposes efficiently and fairly in a business-like way that serves the best interests of its stakeholders and the community.

## **VENDOR ELIGIBILITY AND REGISTRATION**

1. The market is composed exclusively of vendors who make, bake, grow or raise the products they sell. “Make” in this context also means substantial processing of a raw product from elsewhere (coffee roasting, and prepared food sales, for example). Re-selling others’ products is generally prohibited, but primary producers may collaborate to operate a common stall and share selling duties; limited exceptions may also be made for food and other products that enhance the overall quality of the market and improve the market experience for customers.

2. The market is primarily a commercial and social event. Community groups and organizations, political or otherwise may set up information tables at the market free of charge, provided they restrict their activities to their stall, avoid provoking controversy and do not otherwise interfere with the primary purpose of the market, which is to provide space for vendors conducting business. Proselytizing of vendors or customers is prohibited as is engaging in topics of discussion that have historically been divisive within the community. The Galiano Saturday Market Board reserves the right to vet any organization who wishes to attend based on their contribution to the mandate of the market.

3. The decision as to the suitability of any product or products shall be at the discretion of the market coordinator, and not adhering to this may result in the vendor’s suspension from further markets. The decision may be appealed to the market society directors who will be guided by points 1 and 2 of this section and the Market’s priorities as amended from time to time.

4. Vendors who wish to sell regularly at the market are encouraged to book for the season. Assignment of regular spaces will be at the discretion of the market coordinator. Regular vendors and those who require power hookup are given priority spaces.

5. The assignment of spaces for occasional and drop-in vendors shall be at the sole discretion of the market coordinator.

6. Stall cancellations should reach the booking person (usually the market coordinator) by Friday at 6 pm so s/he will know how to allocate available spaces.

7. Occasional vendors should also contact the coordinator by noon on the Thursday before the market day to book a stall. This allows time for the coordinator to add your writeup to the newsletter. Drop-in vendors will be allowed, subject to space availability, and must arrive by 9:30am, Saturday morning to request a site. No vendor will be given a spot after this time.

### **FEES AND SALES TRACKING**

1. Vendors pay 10% of gross sales each week as a stall fee up to a maximum of \$50 during peak season and \$40 during shoulder season.

Fee calculations are on an honor system, and vendors are expected to track their own sales.

2. Non-profit organizations, or individual vendors who donate their entire proceeds to a non-profit organization, pay stall fees of 5% of sales.

3. *Vendors will pay their stall fees by e-transfer by no later than the Monday following each market. E-transfers can be sent to: [galianosatmarket@gmail.com](mailto:galianosatmarket@gmail.com)*

### **MARKET SEASON**

1. The first regular market takes place on the May Long Weekend Saturday.

2. The last market of the season usually takes place on the Thanksgiving weekend.

### **MARKET HOURS**

1. The market opens every Saturday during the market season at 10:00 a.m. and closes at 2:00 p.m. Vendors who sell out before closing may vacate their stall no earlier than 1:00 p.m. if they leave their table up with a "sold out" sign displayed.

2. Market vendors are encouraged to be set up no later than 9:30am and must be ready to sell when the market opens.

3. Vendors who fail to show by 9:30 a.m. may have their stall reassigned or withdrawn.

4. As the supply of some products may be limited, early bird shopping is prohibited in fairness to other customers.

### **USE OF MARKET EQUIPMENT**

1. The Market provides tables and chairs for vendors' use. Vendors who use hot appliances or other potentially damaging equipment are requested to protect tables with heat-resistant material and other appropriate devices. Any major damages to tables are the responsibility of the vendor to replace.

## **HEALTH AND VENDOR LIABILITY**

1. Prepared food vendors are required to comply with the current [Health Authority regulations](#). We also require vendors who wish to sell food hold a Level I Foodsafe certificate or equivalent and must always follow safe and sanitary food handling practices. Vendors will submit their certificate to the market coordinator before being accepted. They are encouraged to display their certificate at their stall.
2. The Galiano Saturday Market as an organization exists only to provide space to vendors, who are independent agents. Individual vendors are responsible for their own practices and for ensuring the safety of the products they sell. The Galiano Saturday Market, its leadership and the other vendors, whether jointly or separately, assume no liability whatsoever for any injury, illness or damage that may result from the practices, products or actions of any individual vendor.
3. Physical and verbal harassment at the market by a vendor or an employee of a vendor, will result in a warning. If the behavior continues, then removal from the market as a vendor will take place. However, in some cases, immediate removal will/can be warranted.

## **KNOCK-DOWN AND CLEANUP**

1. Vendors are expected to help take down their own tent and/or table at the end of the market.
2. Vendors must leave their stall area clean at the end of the day. They are asked to minimize waste, to recycle and to encourage their customers to do so.

## **PARKING AND OTHER**

1. Vendors may unload and pack up their vehicles as close to their stall location as possible, but after setup they must move their vehicles so customers can use parking spaces adjacent to the market area.
2. All dogs must be kept under control and on a leash at all times.

I have read and understand this document and agree to abide by the policies and rules in it. I understand and agree that I am responsible for the sanitation and safety of the products I sell and that I am personally liable for any injury or illness that may result to my customers as a result of any failure on my part to ensure product safety. I understand and agree that I am responsible for market equipment entrusted to me and that I will be assessed for damage to it resulting from incorrect or improper use.