



2600 KOYL AVENUE • S7L 5X9
 SASKATOONFARMERSMARKET.COM
 SKFARM@SASKTEL.NET
 (P) 306-384-6262

SASKATOON FARMERS' MARKET
Virtual Farmers' Market Vendor Application and Contract

Please return signed application with application fee to the Saskatoon Farmers' Market office, or by email to skfarm@sasktel.net. Incomplete or unpaid applications will not be processed.

If you have questions, contact the Saskatoon Farmers' Market at: 306-384-6262 or at skfarm@sasktel.net.

Applicant Information:

* indicates required field.

*Date of Application	
*Contact Name	
*Business Name	
*Billing Address	
*Telephone Number	
*Email	
Website	
*Name(s) of additional people involved in business.	

Product Information:

*List your primary and all additional products that you wish to sell. Provide a description of all products, indicating if you make, bake, grow, or harvest them. Photographs are recommended.	
*If you are a farmer, provide information to verify your operation including land location where product is grown, size of land, and photos.	



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*If you are a craftsperson, explain your craft and how you make your product.		
*If you are wishing to sell prepared foods, where do you prepare your foods? Is this a licensed kitchen?		
*Do you sell your products at any other Farmers' Market(s)? If yes, please provide a reference.	Yes	
	No	
*Has your product been juried by any other organization? If yes, which organization and what outcome?	Yes	
	No	

Website and Social Media Content:

Social Media Handle	
Website	
Online Listings/Store	
Email address	
Please provide a short bio for use on the Saskatoon Farmers' Market website.	

Freedom of Information Protection: The SFM will protect your personal information and will not distribute your contact or other information without your permission. By providing the above information for the SFM's website and social media, you are granting permission for the specific information to be shared to meet promotional and customer service needs that may arise.



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Food Vendors:

Sale of food and food products is regulated by Saskatchewan Health Authority's Environmental Public Health Department. All vendors selling food products must comply with minimum requirements set forth by the EPH and are subject to inspection. Vendors must submit documentation to the EPH annually, via the SFM office. Verification of production facilities & licenses is also required by the SFM office.

As relevant, attach:

- Food Safe Certificate
- Meat Facility form
- Certificate of Pasteurization
- Certification of Organic Production
- Insurance (if relevant)
- Catering Licence
- Food Cart or Food Truck Licence

SASKATOON FARMERS' MARKET VENDOR FEES
Rates effective August 2020 except ♦ effective October 2020

Line		
1	Virtual Farmers' Market Application Fee	\$100
2	Virtual Farmers' Market Fees	
3	Local Line Annual Subscription Fee	\$100
	OR	
4	Local Line Monthly Subscription Fee	\$20
5	Square Fees	Variable
6	SFM Commission – VFM Vendors	15% of sales

Explanation of Fees and Charges:

Line	Explanation
1	Applicable to prospective vendors who wish to sell in the Virtual Farmers' Market ONLY. GST will be applied.
2	VFM Fees are deducted from vendor sales. Vendors are paid bi-weekly by cheque.
3	Local Line Annual Subscription Fee – For vendors who wish to sell in the VFM year round.
4	Local Line Monthly Subscription Fee - For vendors who wish to sell in the VFM for 5 months or less.
5	Charged back at cost to recover fees charged by Square. Fees range between 2.5% and 4% of sales; subject to change.
6	Commission on sales.

Additional Price and Billing Information:



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In the event a prospective vendor is not accepted as a vendor of the SFM's Virtual Farmers' Market, all but \$50 of their application fee will be refunded. Payments are otherwise non-refundable. VFM Vendors are responsible for charges incurred by participation.

The Saskatoon Farmers' Market accepts cheques, cash, and electronic transfers. **Make cheques payable to Saskatoon Farmers' Market and e-transfers payable to skfarm@sasktel.net.**

TERMS OF RENTAL CONTRACT

1. Applications will be accepted at the discretion of the Saskatoon Farmers' Market Board of Directors. Incomplete applications will not be reviewed. Unpaid applications will not be considered complete and will not be reviewed. It is the sole responsibility of the applicant to ensure their application is complete.
2. If an applicant is accepted as a Virtual Farmers' Market Vendor, they must ensure any additional information required is provided to the SFM office.
3. No access will be granted prior to receipt of complete payment of fees.
4. The SFM BOD has the right to terminate any Virtual Farmers' Market Vendor at any time if circumstances arise to warrant termination. In the case of termination, application or other paid fees will not be refunded.
5. VFM Vendors are responsible to familiarize themselves with and abide by the SFM Cooperative Bylaws, Public Health Guidelines, City of Saskatoon Bylaws, and all other applicable regulations and laws that may pertain to their businesses.
6. VFM Vendors are responsible to complete government remittances that may be required by law on their own behalf.

APPLICANT'S DECLARATION

I hereby apply to become a **Virtual Farmers' Market Vendor** with the Saskatoon Farmers' Market Cooperative. I attest that:

- I am a resident of Saskatchewan;
- I will sell only products that are made, baked, gathered, or grown by myself;
- If requested, I will grant the SFM Board of Directors and/or their representatives access to my operation or premises for the purpose of inspection at a mutually agreed time;
- I will abide by the SFM Renter Policies, SFM Cooperative Bylaws, Public Health Guidelines, City of Saskatoon Bylaws, and all other applicable regulations and laws; and,
- I have been truthful in this application.

Signed:

Applicant

Date