

Cochrane Farmers' Market

SLS Centre



2024 VENDOR APPLICATION | Market by the Bow Part-Time

Vendor Information

Business (or Vendor) Name: _____

2024 VENDOR APPLICATION | Vendor Profile is: Attached Previously Submitted

The products I will be selling at this market are consistent with the product list included in my Vendor Profile:

Yes **NO** → Provide updates: _____

Market Stall

10' x 10' stall space – Number of stalls requested: _____

~~Food Truck~~ (due to circumstances beyond our control, Food Trucks are RESTRICTED at SLS Centre for 2024)

Due to space limitations, requests for multiple stalls will be considered but are not necessarily granted.

Is your vehicle or trailer required during the market?

No Yes → provide type & length: _____

Electricity is NOT available; will you be providing your own generator / mobile electrical source: No Yes

Indicate any special stall requirements, accommodations, or requests: _____

The Cochrane Farmers' Market will allocate stalls as they see fit to provide a good market mix, vendor location will be determined for best benefit of the market.

Market Dates

The 2024 Season includes 18 Saturdays, starting June 1 until September 28 - 9am to 2pm - rain or shine.

Please indicate the dates you are requesting a stall:

- | | | | |
|----------------------------------|----------------------------------|------------------------------------|---------------------------------------|
| <input type="checkbox"/> June 1 | <input type="checkbox"/> July 6 | <input type="checkbox"/> August 3 | <input type="checkbox"/> September 7 |
| <input type="checkbox"/> June 8 | <input type="checkbox"/> July 13 | <input type="checkbox"/> August 10 | <input type="checkbox"/> September 14 |
| <input type="checkbox"/> June 15 | <input type="checkbox"/> July 20 | <input type="checkbox"/> August 17 | <input type="checkbox"/> September 21 |
| <input type="checkbox"/> June 22 | <input type="checkbox"/> July 27 | <input type="checkbox"/> August 24 | <input type="checkbox"/> September 28 |
| <input type="checkbox"/> June 29 | | <input type="checkbox"/> August 31 | |

Schedule preferences or requests: _____

- Short Notice (On Call) Vendor: Would you be interested in filling cancellations? Notification would be given Thursday or Friday preceding the Saturday market? Yes No

Accuracy of Information and Acknowledgement of Vendor Guidelines and Standards

- I declare the information provided on this form and included with my 2024 Vendor Profile to be complete and accurate.
- I agree to pay the rates as set out in this application should I be approved as a vendor.
- I agree to abide by the market policies, procedures, standards, and guidelines of the Cochrane Farmers' Market as detailed in the **2024 Vendor Guidelines**.
- I agree to operate in accordance with any restrictions and requirements necessitated by Public Health Orders that may be in place during the season to reduce the transmission of COVID-19 and other respiratory viruses as well as any other measures that may be implemented specific to the Cochrane Farmers' Market and/or the SLS Centre.
- I further give consent to the Cochrane Farmers' Market to disclose my Name, Company Name, and contact information to those persons inquiring about my product(s) and to have my information listed on the Cochrane Farmers' Market website.

Name: _____

Signature: _____

Date: _____

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Vendor Fee and Payment

Vendors approved for attendance will be responsible to pay the following vendor fee:

Fee for Part-Time Vendor (per 10'x10' stall)..... **\$ 25.⁰⁰ per day**

DO NOT send payment with the application form. If approved, payment information will be provided with confirmation email. The Cochrane Farmers' Market can accept payment by cash, cheque, or e-transfer.

Application Checklist for Submission

- ✓ **2024 Vendor Application | Vendor Profile:**
Submit Vendor Profile with this application or indicate that it has been submitted previously. Refer to the checklist for the Vendor Profile and ensure:
 - all business and contact information has been included
 - all product information is complete, attach additional sheets if required
 - all required documents related to your product category have been submitted** Submit the Vendor Profile form only ONCE for the 2024 Vendor Application process; should the information provided on the form change during the season the vendor is responsible to provide updates.*

- ✓ **2024 Vendor Application | Market by the Bow Part-Time**
 - Provide space requirements and specific vehicle and/or stall set-up information so we know how to best locate you in the market
 - Indicate all dates requested and include schedule requests or preferences.

- ✓ **Cochrane Farmers' Market - 2024 Vendor Guidelines:**
 - Vendors agree to abide by the market policies, procedures, standards and guidelines. Ensure you have reviewed this document including Part D – Conditions Specific to Outdoor Markets at SLS Centre

- ✓ **Sign and Date** the application form

- ✓ **Certificate of Insurance:** may be provided after vendor is confirmed for attendance
 - mandatory for Full-Time vendors
 - strongly recommended for all other vendors

Applications will be reviewed upon receipt. Please note that vendors are not approved on a 'first received' basis. Vendors are selected to ensure each market is balanced across all categories. Vendors will be contacted if additional information is required to complete a review of your application.

Vendors approved for attendance will receive confirmation of their acceptance and approved dates by email.

Submit electronic files (good quality PDF scan or photo) of Application Forms and attachments to email address - OR - submit copies of Application Forms with attachments to our mail address as provided below.

Mail Address:
Cochrane Farmers' Market
104 Griffin Road East
Cochrane, Alberta T4C 2B9

Market line: 403-851-0562 (*voice mail only*)
Manager Direct: 403-932-1427
Email: manager@cochranefarmersmarket.ca