

## QUICK LIST OF MARKET DAY GUIDELINES

It is the responsibility of every vendor to know and comply with all market rules in the 2023 F&MM Vendor Handbook, along with all laws, regulations and rules that apply to their products. **In, the following quick-list should be read and understood by all vendors, staff and volunteers attending the F&MM markets.**

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- 1. Read the weekly vendor email update and check the included market map prior to market day.**
2. If you must cancel, please do so with as much notice as possible.
3. All food products must be made, transported, stored and served according to safe food handling practices. Temporary handwash stations with soap, quat or bleach spray, and duplicate serving utensils are required if packaging, sampling, preparing or serving food at the market.
4. Ensure that products are labelled correctly and pricing is displayed in a clear and obvious way.
5. Sell only products that have been approved by F&MM and are of a quality that contributes to the positive reputation of both your business and that of the Market.
6. Vendors must supply their own tent, tent weights and table(s), etc. Tents must be sturdy enough to resist wind and weather, be certified CAN/ULC s-109M "Standard for Flame Tests of flame resistant fabrics and Films", and have at least one 25 lb tent weight securely attached to the base of each tent leg - no tent stakes are permitted.
7. Arrive at least 1 hour and no more than 2.25 hours prior to market opening. Vendors arriving within 30 minutes of market opening will not be permitted to vend.
8. Observe the unload-and-go courtesy: unload from your designated area and directly to the drop off area or your stall space. Remove your vehicle promptly, THEN return to set up your stall - so the next vendor can do the same.
9. Display your business name and location prominently on a sign that can be read from at least 20 feet away. Keep at stall copies of all certifications, permits, etc.
10. Be set up and prepared to sell 10 minutes before opening time. No sales are allowed prior to the opening bell.
11. Keep your stall fully set-up and attended until closing, even if you sell out.
12. Vendors are not permitted to smoke/vape on the market grounds.
13. Finalise public sales activities by 5 minutes after the closing bell.
14. Pack up BEFORE moving vehicles back to the market. Vehicles are allowed back onsite at 10 minutes past closing.
15. Ensure your stall area is clean and free from any debris. Take all waste, wastewater, ice, garbage and recyclables off-site for disposal - there is no onsite disposal permitted.
16. Be clear of the market site no later than 2 hours after closing.