



# CORYDON COMMUNITY CENTRE



## River Heights Farmers' Market General Information and Vendor Contract

### *I. General Information*

**Mission Statement:** The River Heights Farmers' Market is a welcoming community of Manitoba farmers and small vendors. Our Market seeks to connect area residents directly with local producers and artisans.

**Vendors' Products:** Market vendors are expected to follow all applicable health regulations as set out by the Province of Manitoba. Vendor information will be forwarded to the market's health inspector as needed.

**Contact Information:** The program coordinator and/or designated volunteers are responsible for overseeing the management of the market. For questions regarding the market, please contact **Caitilin O'Connor (Program Coordinator)** at [coconnor@corydoncc.com](mailto:coconnor@corydoncc.com) or 204-488-7000.

### *II. Market Fees*

#### **Fee Structure and Stall Assignments:**

All fees are non-refundable. Please pay by cash, debit, visa/mastercard, or cheque. Cheques should be made out to, "Corydon Community Centre." There will be a \$30 fee for any returned cheque. **All fees must be paid at time of registration.** We will not be accepting any day of payments. You can mail cheque OR call our office with a Credit Card.

- Vendors registering for the full-season: July, August, and September - \$175\*
- Vendors registering for July and August only - \$130\*
- Casual vendors - \$20\*/Market (up to maximum of \$175.00 in Market fees)

\*plus a one-time participation fee of \$25

\_\_\_ initials

**SIR JOHN FRANKLIN**  
1 Sir John Franklin Road

**RIVER HEIGHTS**  
1370 Grosvenor Avenue  
(204) 488-7000

**CRESCENTWOOD**  
1170 Corydon Avenue



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### *III. Market Rules*

1. Vendors are expected to abide by our Mission Statement as written above and follow the rules as written below.

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2. The River Heights Farmers' Market is open from 12 to 5pm every Friday for the months of July/Aug/Sept. All vehicles must be out of the designated market area by 11:30am and all stalls must be set up and ready by 11:45am. No vehicle will be permitted to enter the designated market area after 11:30am.

\_\_\_ initials

3. As a courtesy to other participants at the market, we ask that you conduct your business within your stall's boundaries only.

\_\_\_ initials

4. Canopies enhance the visibility of the market, protect your products, and create a sales area for your goods. All vendors should have their own canopy. Please note we do not provide canopies to vendors.

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5. Vendors are responsible for providing their own tables, chairs, canopy weights, and any display equipment. These items cannot remain onsite and must be removed from the grounds at the end of each market day.

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6. Vendors must have obtained their own permits/licenses for selling their products as required by the Province of Manitoba.

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7. As a courtesy to your neighbouring vendors, all vendors are expected to remain at the market for the full duration, 12-5:00 PM.

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8. Smoking is allowed only in designated smoking areas (per City of Winnipeg smoking by-laws).

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9. For everyone's safety and comfort, vendors are **not** permitted to bring their pets. Although the market has a Dog Policy, vendors must ensure that visitors' dogs are not creating a health risk, e.g., dogs jumping on tables, sniffing food, etc.

\_\_\_ initials

10. Prices for products must be clearly displayed for customers to see.

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11. Vendors are responsible for cleaning their stalls at the end of the day. All garbage and recyclables should be removed from stall areas and disposed of in the proper receptacles.

\_\_\_ initials

12. Washroom facilities are available inside the community centre. Please help keep these washrooms clean and tidy by contacting the coordinator if the washrooms need attention.

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13. New vendors can request stalls up to one week before a market date.

\_\_\_ initials

14. Vendors selling products by weight must use approved scales bearing the stamp of Canada Weights and Measures.

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15. Please remember that the community centre is a gathering place for families and neighbourhood children. No verbal or physical abuse toward visitors, coordinators, or fellow vendors will be tolerated. Excessive noise onsite is not permitted. Taking photos of visitors without their permission is not permitted.

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16. Personal belongings are the responsibility of the vendor and not the responsibility of the Community Centre.

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17. The coordinator reserves the right to cancel the market or close the market early due to bad weather or circumstances beyond their control. The coordinator will provide as much notice as possible in the case of cancellation or early closure.

\_\_\_ initials

18. Children must be supervised at all times during market hours.

\_\_\_ initials

19. Vendors requiring use of a power source must provide their own cords and ensure these are covered in a way that is not a hazard for other vendors and visitors to the market. Those requiring use of a power source must indicate this at the time of application. Power is \$5.00 per market day or \$60.00 for 13 weeks.

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#### ***IV. Enforcement of Rules***

We assume that all parties participating in the market are eager and willing to take part in a mutually successful and enjoyable venture. If any of the above rules are violated, the coordinator will do their best to resolve the issue(s) by talking with the party (parties) involved. If a party continues to violate a rule(s), a letter of warning will be sent to that party. A letter of warning will be kept on file for 24 months. If a vendor receives 3 letters of warning within a 24-month period, they will no longer be allowed to participate in the market.

\_\_\_ initials

**All cheques can be made payable to: Corydon Community Centre**

**Please mail them to: River Heights Farmers' Market  
c/o Corydon Community Centre  
1370 Grosvenor Avenue  
Winnipeg, Manitoba  
R3M 0P2**

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