



High River Farmers' Market
4th Ave SW (Downtown High River)
Every Thursday June 25 - September 17, 2020
3:30pm - 6:30pm



Inclusion Foothills is pleased to extend you an invitation to participate in this years' High River Farmers' Market being held this summer on Thursdays on 4th Ave SW. Please confirm your registration by completing the Vendor Application.

Inclusion Foothills is a charitable organization that focuses on inclusive communities by enhancing the lives of individuals with special needs and cross-disability barriers through knowledge and family support. Our ultimate goal is to ensure that all families and individuals will become active participants in all aspects of community life, accessing resources when they need them and not isolate themselves.

VENDOR RULES AND CONDITIONS

Products:

Please ensure to fill out all products that you will be selling at the Farmers' Market. Only products on the approved Application will be allowed to be sold.

Setup:

All vendors must be present and set up by 3:00pm on the day of the market, as well as all vehicles are required to be off the street by 3:00pm. Street access will be closed to vehicles by 12:00pm.

Take Down:

Vendors are not permitted to vacate or dismantle their space until close of the market at 6:30pm. In respect for customers and fellow vendors, all registered vendors must be present for the complete duration of the market. **No exceptions.** Vendors are responsible to remove all belongings and garbage from their space at market end.

Fee Payment:

\$25 per week. \$325 for all 13 Markets.

Weekly drop in is available, however, payment is required one week prior to the day of the Farmers' Market. Please note the Farmers' Market will go on Rain or Shine. Once payment has been accepted by Inclusion Foothills **no refunds** will be issued under any circumstances.

Layout: * NEW FOR 2020 *****

When you arrive, check in with the Market Organizers to confirm space location at Main Entrance at east end of 4th Ave SW (1st Street SW). Staff and volunteers will assist with getting you to your assigned spot. You will be assigned to a space by the Market organizers, taking into consideration, where possible, vendors' preferences and appropriate vendor grouping. Please include your preference, if you have one on the Vendor Application.

Please note that final location is at the discretion of the market organizers.

Note: Our layout will look different this year to manage the flow of market attendees including one entrance and one exit at the east end of 4th Avenue on 1st Street SW.

Vendor Space: * NEW FOR 2020 *****

Each vendor is provided a 10' x 10' space, facing outwards towards the businesses along 4th Avenue SW. You are required to stay within your assigned area. Tents and Tables will NOT be provided for 2020, please make alternate arrangements

Parking/Access: * NEW FOR 2020 *****

Vendors are welcome to enter through barricades at the East end of 4th Ave SW (1st Street SW) to unload/load at their assigned space. After vehicles are unloaded, you are asked to remove your vehicle from 4th Ave SW prior to setting up as there are many vendors waiting to gain access behind you. Vehicle access will be available up until 3pm on the day of each market. You must exit on the West end of 4th Ave SW (Macleod Trail SW). Parking maps will be provided closer to the market.

Power:

Vendors requiring power will need to provide their own generator and **NO** cords are run across the sidewalk as this is a safety hazard. We ask you only use generators that emit low fumes and are as quiet as possible.

Vendor Conduct:

Vendors may be requested to withdraw from the market if issues regarding their products, safety or behaviour towards Market employees and/or customers do not comply with the market expectations and/or requirements. Please note, only registered service animals are allowed within your booth during the market.

COVID-19 requirements and recommendations: * NEW FOR 2020 *****

Perform frequent hand hygiene, create a barrier between market patrons (i.e. Table). Food sampling is not allowed. Asking customers to refrain from touching products. Regular sanitation of stall surfaces and equipment. Follow physical distancing guidelines of 2m/6ft. Sanitize electronic keypads after each use and minimize the handling of money (use of gloves is recommended). Hand sanitizer required on/at your table.

Link to Document:

[COVID-19 Guidance for Farmers Markets in Alberta](#)

Link to Website:

<https://www.alberta.ca/assets/documents/covid-19-relaunch-guidance-farmers-markets-and-public-markets.pdf>

Location:

High River Farmers' Market is at 1st Street SW and 4th Avenue SW (outdoors on 4th Ave), in downtown High River. Information, maps and market poster will be included with the vendor package sent out closer to the market date.

If you have any questions regarding the Farmers' Market, our application or the location, please contact Inclusion Foothills at 403-603-3232 or event@inclusionfoothills.org.

Insurance:

ALL vendors are required to have liability insurance naming Inclusion Foothills as an addition on your insurance policy.

Crawford Insurance Group in High River can assist you by calling 403-652-8665 or visiting them at 1035 Centre St SW.

Western Financial Group Inc can assist you by calling 403-652-2224 or you can visit them at 313 1st SW.

VENDOR APPLICATION

Business or Vendor Name: _____
Mailing address: _____
City: _____ Province: _____ Postal Code: _____

Product Description: _____

Contact Person: _____ Email: _____
Cell Phone: _____ Home Phone: _____

Dates of Market Please check each date you are booking and how many spaces you require

June 25		July 23		August 20		September 17	
July 2		July 30		August 27			
July 9		August 6		September 3			
July 16		August 13		September 10			

Approved vendors will receive email confirmation which will approve space & fee due. Only approved vendors can make payment. Make cheques payable to Inclusion Foothills, send email transfer to osmall@inclusionfoothills.org (password is market) or call office with credit card details @ 403-603-3232. **NO REFUNDS** will be provided once payment is received.

Preferences/Special requests (table location, accessibility, etc....): _____

WAIVER OF LIABILITY AND HOLD HARMLESS AGREEMENT

Vendor Name: _____

**** Please note: It is a requirement that all participants in the 2020 High River Farmers' Market sign and return the attached waiver with application****

In consideration for receiving permission to participate in the 2020 High River Farmers' Market, the Vendor hereby releases, waives, discharges and covenants not to sue, or hold responsible **Inclusion Foothills, its agents, volunteers, or officers from any and all liability, claims, demands,** actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by the Vendor, or any of the property belonging to the Vendor whether caused by the negligence of the Vendor/Releaser, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted.

I am fully aware of the risks involved and hazards connected with the High River Farmers' Market and I hereby elect to voluntarily participate in said activity with full knowledge that said activity may be hazardous to me and my property. I voluntarily assume full responsibility for any risks of loss, property damage or personal injury, including death, that may be sustained by me or any loss or damage to property owned by me, as a result of being engaged in such activity, whether caused by the negligence of Vendor/Releaser or otherwise.

I further hereby agree to indemnify and hold harmless Inclusion Foothills, its agents, volunteers and officers from any loss, liability, damage or costs, including court costs and attorney fees, that they may incur due to my participation in said activity, whether caused by negligence of Vendor/Releaser or otherwise.

I understand that Inclusion Foothills does not provide any insurance coverage for vendor participants for any circumstances arising from their participation in this event or any activity associated with or facilitating that participation. As such, I am aware that I should review my own insurance portfolio.

Name of Business/Vendor: _____

Signature: _____

Date: _____

Submit completed Vendor Application with all information filled out and signed to:

- Electronic copies (PDF or photo)
- Hard copies to our mailing address
- In person (Monday - Thursday 9:00-4:00pm, Friday 9:00 - 12:00)

mail@inclusionfoothills.org
PO Box 5146, High River AB, T1V 1M3
123 4th Ave SW, High River

Do you consent to Inclusion Foothills taking pictures: Y / N
Do you consent to Inclusion Foothills sharing your information with other markets/communities seeking vendors: Y / N

Signature: _____

Date: _____