



"An enduring and cooperating community of people who wish to promote local production and consumption."

In order for this market society to flourish and gain the community's support it will take a consistent effort from a stable group of regular vendors. This means arriving on time and helping others set up. It means setting up during inclement weather and staying until the closing time. It means the ability to relate openly and honestly with fellow members and customers. With co-operation and a common goal, the markets can be fun and the community's social gathering spot.

Market Rules and Regulations 2008

Dates and Times

The Downtown Community Market will be held on Thursday evenings beginning May 15th, 2008 and continuing through September 11th, 2008. The Downtown Community Market will be held in the Shipyards Park on the riverfront in Whitehorse. The market will be held rain or shine from 3 pm to 8 pm. Set up will begin at 1:00 pm.

Food vendors who wish to set up early to serve lunch time customers will be welcome to do so.

Rent & Stall Space

Daily rate:

\$15 adult vendor with own shelter* (\$30 using FCMS shelter)

\$5 for youth or non-profit organization (with own shelter or using FCMS shelter)

Seasonal rate:

\$150 adult vendor with own shelter

\$50 youth or non-profit organization

There is no seasonal rate for using the FCMS shelter, only a daily rate

**At the start of the fourth daily rental, a vendor has the option to switch to seasonal rates and at that time pay the balance (\$105), otherwise a vendor will continue to pay daily rental rate (\$15).*

1. Tents or other free-standing shelters should be brought to the Downtown Community Market and secured against the wind.
2. An 8' space (with table) can be rented under a Society Tent on a daily basis. Vendors needing these spaces must call the Market Manager by Wednesday night at the latest. Our Market assistant, Claire Rudge, can be reached by phone: 867-393-2255. Once these tents are full there will be a waiting list. It is important that a vendor calls to cancel at least 1 hour before the market if they are unable to attend. These vendors need to be on site by 2:30 pm or their space may be allocated to someone on the waiting list.
3. Members in good standing (\$10 yearly membership) with the Fireweed Community Market Society are eligible to rent a booth space at the market. Booth space is based per vendor - up to a maximum 10x10 foot space.
4. If vendors feel they will require more space, they should rent a second booth space. Vendors may choose to sell from the back of their vehicle. They will pay the same rate as if they occupied a booth.
5. Vendors may share shelter. Each of the vendors must pay the appropriate vendor fees.
6. If a vendor has other vendors' products for sale, each of those vendors must pay the appropriate vendor fees.

7. Booth space at the Market is on a first come, first serve basis. Vendors are not allowed to reserve particular spaces. Priority will be given to products that would most benefit from shelter (for example fruit and vegetables out of the sun). A community atmosphere of sharing and helping is encouraged.
8. Booth location, based on weather (wind) will be decided upon by the Market Manager.
9. Maintain a clean and attractive vending area. Dispose of all garbage at the end of the market day and take care not to deface or damage any property.

Market Products:

1. All items sold at the market must be made, grown or substantially value-added in the Yukon.
2. **Farm Products** - Locally grown vegetables, fruit, grains, eggs, plants, plant cuttings, flowers, seeds, herbs, honey, fleece, hides, compost... If specific fruits and vegetables aren't available in the Yukon at the time of the market, growers from outside of the Yukon may be allowed to sell them at the Market Manager's approval.
3. **Prepared foods** - All prepared foods, jams, pickles, sauces, baked goods... foods processed in some way by the vendor, for reasons of public health safety, must have approval from Agri-Food Canada (667-5272). All canned or packaged foods need full and complete labelling. Labels must include name of the product, ingredient statement (ingredients listed in order of predominance), name/address of the producer/vendor.
4. **Food Concessions** - must comply with 3. as above. Preference will be given to the concessions using as much Yukon Product as is reasonable. The Society will provide the Agricultural Product Guide - to help the vendor source local food. Special allowances may be made for food concessions in terms of using Yukon Product by prior approval. All food concession vendors must obtain the appropriate permits from Environmental Health Services (667-8387).
5. **Art & Crafts** - Paintings, pottery, jewellery, textiles... The Market's aim is to sell handmade products with no less than 50% value-added content. A product may be made with manufactured materials provided that most of the product's value results from the crafting by the vendor. No products are to be bought and resold by the vendor.

6. Products from retail outlets are not appropriate for sale at the market unless they were made by the owner/vendor and not regularly available at their retail outlet. (Testing of new products prior to adding to the product line in the store, for example, would be appropriate.)
7. For non-profit organizations, fund-raising items made specifically for them by a Yukon business may be allowed.
8. Performing artists - dancers, musicians, buskers, ... are allowed to perform within the Market space upon prior arrangement.

Vendor Guidelines

1. Vendors are persons who have paid their yearly membership dues (\$10) in the Fireweed Community Market Society, rented market space, agreed to comply with the Community Market Society's regulations and agreed to sell only farm or domestic products as defined under Market Products.
2. A relative or friend with knowledge of the product being sold can be the person in the stall representing the vendor.
3. The person in the stall shall be available at all times to answer questions from the public about their product. For example, how it was grown, processed or made.
4. No more than 50% of the product on a vendor's table can be from another vendor.
5. Vendors are responsible for arranging their shelter and tables. Those renting space under the FCMS tents should call ahead to book a space (phone the Market Assistant - Claire Rudge - 393-2255).
6. Vendors are expected to be in attendance at the market from opening to closing. No cars will be allowed within the vending area 10 minutes before opening or after closing.
7. Selling prior to opening is discouraged but left to the discretion of the vendor.
8. Prices of all products must be clearly marked. Remember that these community markets feature quality and not bargain prices.

9. It is recommended that nametags be worn to allow the public to identify the vendors. (For example, a business card.)
10. Vendors cannot extend into the market space with signs or other items. Signage above the peak of the tent is allowed, but must be secure and safe.
11. The vendors must cooperate with the Market Manager regarding the use of property, use of parking spaces and these rules & regulations.
12. Vendors are responsible for the safety of the products being sold.
13. Vendors shall hold the Market Manager, Fireweed Community Market Society and the City of Whitehorse harmless from any liability whatsoever that result from their activities at the Downtown Community Market.
14. Vendors shall help fellow vendors by sharing space if needed, by offering unconditional expertise and by helping new vendors feel welcome.
15. Vendors must comply with the market regulations as well as all other regulations, codes and statutes that govern the growing, preparation, and sale of products defined by this regulation. In addition, after reading these rules and regulations the vendor is required to sign the registration form.
16. A maximum of two warnings will be issued to a vendor upon rule infractions before they are asked to leave the Market for the season with no refund of fees. Warnings will be issued by the Market Manager and a Society Director(s).
17. Media contacts or Market related questions should be referred to one of the Society Directors or the Market Manager.

Fireweed Community Market Society Directors for 2008

Co-Chair:	Carolyn Campbell	668-4448	midsunalpacas@northwestel.net
Co-Chair:	Simone Rudge	393-4628	fireweedmarket@yahoo.ca
Treasurer:	Joan Norberg	393-3200	norberg@northwestel.net
Secretary:	Susan Baker	393-1913	baker@northwestel.net

Additional Resources

- Information Sheet for Fireweed Community Market, Home-Prepared Food Product Vendors.
- Guidelines for Home-Prepared Foods.
- Yukon Agricultural Product Guide.