



## Hamilton

The City of Hamilton is currently seeking vendors for the Hamilton Farmers' Market "Market Cart Program". As a historic community gathering place, the Hamilton Farmers' Market offers opportunities for local artisans and craftspeople to offer unique items for sale in a Market setting.

### **What type of vendor is the priority?**

The primary content for the Market Cart Program will be local artisan made products and crafts. Packaged local and non-local foods not available in Market will also be considered.

Selection of vendors and their products will be made in the following priority:

1. Local Artisans / Crafters / Producer
2. Distributor of Local Art / Craft products
3. Distributor of other Art / Craft products
4. Local Food Artisan of Packaged Foods
5. Distributor of Packaged Products

### **Market Cart Program Daily Rental Fees 2017/18**

<b>Day of the Week</b>	<b>Dates</b>	<b>Cart</b>
Tuesday	Year-round dates available at Manager's discretion	\$25 + HST
Thursday	Year-round dates available at Manager's discretion	\$25 + HST
Friday	Year-round dates available at Manager's discretion	\$40 + HST
Saturday	Year-round dates available at Manager's discretion	\$55 + HST



### **Application Process:**

A Market Cart is approximately 15 Square Feet (3' x 5') in surface area.

The Market Carts are custom made to replicate traditional European Market Carts.

Vendors are permitted to bring vertical shelving to place in cart, to hang items off cart and to store items underneath.

All signage or floor space outside of the cart is subject to approval by the Market Office

Please complete the HFM Cart Application in full and submit either in person to the Hamilton Farmers' Market Office or via email to [jennifer.rienties@hamilton.ca](mailto:jennifer.rienties@hamilton.ca) (905-546-2424 x 2097). As part of the application review process, the Hamilton Farmers' Market Manager may ask to visit studios of vendors to ensure product is hand produced locally and/or request receipts of original raw materials purchased for the production of artisan goods.

Other factors considered in the selection of vendors include the quality and nature of products, cart availability, past performance and any other factor the Hamilton Farmers' Market Manager considers in the best interest of the overall Market. The Market Cart vendor selection will be determined at the discretion of the Market Manager.

Market Cart vendors may operate more than one cart at a time, subject to the above selection factors.

### **Payment:**

Vendors will be required to pay for Cart dates in full at the time of booking. Debit and Credit Card (MasterCard & Visa) accepted only.

### **Other Requirements:**

All products being sold in the Hamilton Farmers' Market must comply with applicable Municipal, Provincial and Federal regulations regarding labeling, measures, health and safety. Food vendors will be required to follow guidelines established by Public Health. Compliance with these regulations is the responsibility of the individual vendor.

### **Information:**

Vendors must provide proof of a valid business license (If applicable).

Insurance is **not** included with rental fees. Commercial General Liability Insurance of \$2,000,000 is required. We are currently working on an insurance program for Market Cart Vendors however in the interim you must provide your own coverage. Please provide proof with your application.

Cart Fees are not refundable.

The Market Manager will assign all cart locations in advance.

Vendors cannot sub-lease a cart.

All Carts will be located in the Hamilton Farmers' Market as assigned by the Market Manager. Cart locations must be accepted as assigned. Vendors are not permitted to move carts from the assigned area. To do so may result in immediate disqualification from the Market Cart Program.

Vendors must operate their carts within the posted hours of the Hamilton Farmers' Market. No after-hours operation will be permitted unless approved by the Market Manager.