



# THE LESLIEVILLE FARMERS' MARKET

## VENDOR HANDBOOK

*Updated January, 2024*

**2024 SEASON DATES:**  
**MAY 12th, 2024 - NOVEMBER 3rd, 2024**  
***Total of 26 Market Sundays***

The Leslieville Farmers' Market is located on the traditional territory of many nations including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples, now home to many diverse First Nations, Inuit and Métis peoples. It has been a site of human activity for at least 15,000 years.

This is Dish With One Spoon Territory. Dish With One Spoon is a treaty between the Anishinaabe, Mississaugas and Haudenosaunee to peaceably share and care for the resources around the Great Lakes.

# About the Leslieville Farmers' Market

Welcome to the Leslieville Farmers' Market (LFM), operated by the Neighbourhood Food Project, a small and dedicated non-profit organization! The LFM is more than just a market—it's a movement towards fostering resilient local food systems and building stronger community bonds, a cornerstone of community engagement and sustainability in East End Toronto.

At the heart of Greenwood Park, our market serves as a vibrant, safe, and inclusive gathering place where local farmers, artisans, and entrepreneurs can connect directly with the community. Our mission goes beyond providing access to fresh, locally-sourced produce and handcrafted goods. We aim to cultivate an environment where relationships can flourish—between the soil and the city, the farmer and the consumer, and from neighbour to passerby to visitor.

As part of the Neighbourhood Food Project, the LFM is committed to promoting sustainable agricultural practices, supporting local economies, and educating the public on the importance of food system resilience. Through our work, we strive to demonstrate how community-led initiatives can play a crucial role in combating climate change and transforming our food system, ensuring food security for future generations.

## Our Team

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**Instagram:**  
[@lesliemarket](https://www.instagram.com/lesliemarket)

# Handbook Overview

LFM has established a set of rules and regulations to ensure that the market operates smoothly and effectively for all participants. By participating in the LFM, each vendor agrees to fully adhere to these Rules and Regulations. Failure to comply may result in disciplinary action, up to and including issuance of a written warning, suspension, or termination of the vendor's privileges to participate in the LFM.

Disciplinary actions will be determined based on the nature and severity of the infraction, and at the sole discretion of the Market Management Team. By participating in the LFM, vendors acknowledge and accept the potential consequences of non-compliance.

The purpose of these Rules & Regulations are to maintain order and fairness, but also to protect the LFM, its vendors, customers, volunteers, and staff from potential harm. Compliance with these rules ensures a successful, enjoyable, and profitable experience for all participants.

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# Market Logistics

## Hours of Operation

The Leslieville Farmers' Market is a seasonal outdoor market that operates for six months each year, and operates out of the beautiful Greenwood Park in Toronto.

2024 LFM Season	
Season Dates	May 12th, 2024 - November 3rd, 2024 (26 weeks)
Location	150 Greenwood Ave. Toronto, ON M4L 2R1 (Greenwood Park)
Market Hours	
Public Hours	9:00 AM - 2:00 PM
Vendor Set-Up	7:00 AM - 8:50 AM
Vendor Tear-down	2:00 PM - 3:00 PM

\* Sales are only permitted from 9:00 AM to 2:00 PM.

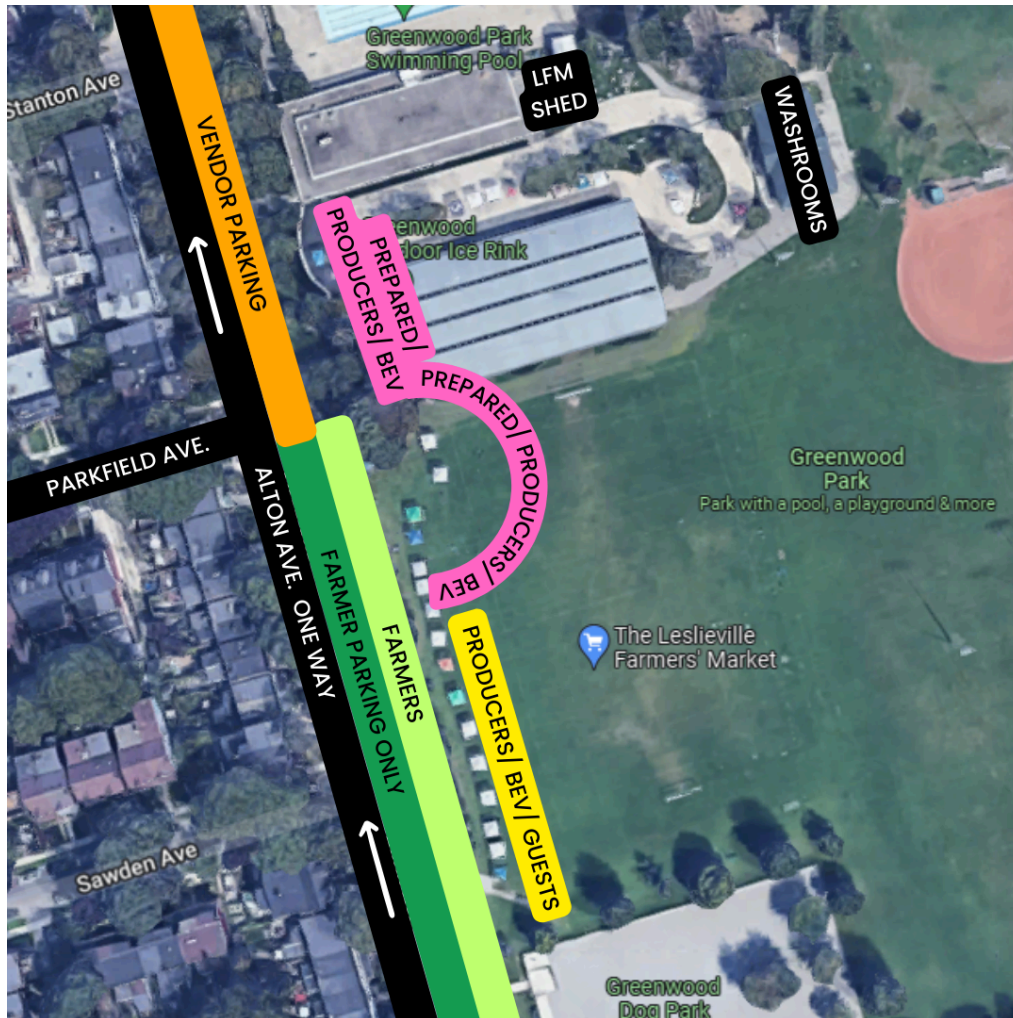
\* Vendors are expected to maintain their booths for the entire market duration.

\* In case of unexpected delays on a market day, vendors should immediately notify the market Team.

## Vehicles & Parking

### General Driving Rules - Arrival & Departure

- All vehicles, including those of market day staff, must display their personalized Vendor Parking Pass on the windshield upon entering Alton Ave. The pass must remain visible until exiting Alton Ave at the end of the market day.
- No vehicles allowed on the East side Alton Avenue before 7:00am
- Vendors must arrive by 8:30 AM at the latest
- 10 km/hour speed limit along Alton Ave
- Keep vehicle windows down and hazard lights on until fully parked
- 10 Minute equipment off load time per vehicle if using the designated Drop Off locations
- All vehicles must be out of the Drop Off areas by 8:50am
- Repeated offenses of dangerous driving will result in removal from the Market.



## Parking

- Only farmers or vendors with explicit permission may park on the East side of Alton Ave **south of Parkfield Ave.**
- All other vendors may park along Alton Ave north of Parkfield Ave or along Dundas St. E, Gerrard St. E, and surrounding sidestreets.
- All vehicles must be out of the Drop off areas and fully parked by 8:50 AM.
- Vendors must display LFM Parking Pass on dashboard - The pass must remain visible until the end of the market day.
- Displaying the Vendor Parking Pass is mandatory under our Street Closure Permit with the City of Toronto. Failure to do so will result in a non-refundable parking ticket and a warning from the LFM Management.

## Drop Off System

- Set-up begins at 7:00 AM. Arrival before 7:00 AM is prohibited due to street permit limitations and to respect nearby residents.

- Vendors must be respectful of the community and refrain from making unnecessary loud noises, raised voices or other disturbances.
- There are two designated Drop Off zones for vendors to utilize. Each vehicle is allocated a maximum time limit of 10 minutes for offloading.
- Vendors must remove their car from the Drop Off zone before setting up their booth.
- Volunteers and staff will be available to assist vendors in the Drop Off zone.
- Designated utility carts will be provided for use during the Drop Off zone timeframe.
- No vehicles may enter Greenwood Park including paved surfaces.
- All vehicles must be out of the Drop off zones and fully parked by 8:50 AM.
- Failure to adhere to these rules may result in suspension or termination from the LFM.

### **Set-up Procedure**

- If you believe you will be late due to unforeseen circumstances, please get in touch with the Market team as soon as possible.
- Vendors arriving late more than twice are required to meet with the LFM team and risk removal for ongoing tardiness.
- There is a limited number of LFM utility carts available on site. Cart use is not guaranteed.
- It is not permitted to keep LFM carts at your booth for personal use, nor use carts as storage during market hours.
- Tent weights must be attached to tent legs as soon as the tent is opened.

### **Tear Down Procedure**

- Booth teardown is not permitted before 2:00 PM. This is essential to ensure the market's integrity throughout its operating hours.
- Tent weights must remain attached to tent legs until the tent is fully taken down.
- Vendors must maintain clean booth spaces, leaving areas free of debris, organics and waste at the end of each market day. Illegal dumping will not be tolerated and will result in fines and potential expulsion from the market. Vendors may not use City-provided waste receptacles intended for the public. Failure to comply with these waste management guidelines will result in a \$50 fine.
- All vendors must remove their cars from Alton Ave. and be off the Market premises by 3 PM.

## **Fees, Refunds & Cancellation Policy**

The vendor fees are determined based on various factors such as the LFM's mandate, related costs and requirements, sales potential, and community benefits. Vendors are categorized into different classes, each with its associated fee as follows:

# LFM Vendor Fees

Booth Type	Booth Size	Price Per Week Pre-Tax
Farmer Regular	10ft x 10ft	\$50
Farmer Large (10ft x 15-20ft)	10ft x 15-20ft	\$70
Producer - bakery, specialty products/beverages	10ft x 10ft	\$65
Prepared Foods	10ft x 10ft	\$90
VQA/ Cidery	10ft x 10ft	\$75
Brewery/ Distilled Spirits/ Specialty Coffee	10ft x 10ft	\$100
Artisan/ Craft	10ft x 10ft	\$75
Vendor Guest Pass (1-4 Sundays a Season, applicable to all vendor categories)	10ft x 10ft	\$200
Non-profit Pop-up	10ft x 10ft	Free
<b>\$50 Membership Fee per season            (All vendors, excluding Guest Passes)</b>		



# Payment Information

## Option 1: Pay by INTERAC E-TRANSFER

Pay by INTERAC E-transfer through any major bank.

Send your E-transfer to [INFO@NEIGHBOURHOODFOODPROJECT.COM](mailto:INFO@NEIGHBOURHOODFOODPROJECT.COM)

\*In the note sections you must write “ [your business name as it appears on your application]”.

**Transfers without your operating business name indicated will not be accepted.**

## Option 2: Pay through Vendor Online Members Portal

You can pay all of your fees and charges by credit card through your [Online Members Portal](#).

To pay through the Members Portal, go to the "invoices" sections of your Profile Page and select the available invoice. If your payment information is uploaded, you will see an option to pay online in the following screen.

**IMPORTANT:** You must upload your credit card information to the Members Portal to pay online.

Need help? [Learn how to upload your payment information](#)

Still need help? Send an email to [basecamp@leslievillemarket.com](mailto:basecamp@leslievillemarket.com)

\*Cash will not be accepted under any circumstances.

# Payment Schedule

Option 1 - Full Payment		Option 2 - Two Installments	
March 15, 2024	Vendor Fee Deposit Due	March 15th,	Vendor Fee Deposit Due
May 1st, 2024	Full Vendor Payment	May 1st, 2024	Half of Full Vendor Payment
		August 1st, 2024	Balance of Payment Due
Option 3 - Monthly Payments (Farmers Only)			
March 15, 2024		Vendor Fee Deposit Due	
May 1st, 2024		Fixed Monthly Payments Begin	

**\*\*Please note, the monthly payment option is exclusively available to farmers.**

### **SEASON VENDOR FEE DEPOSITS DUE MARCH, 15th 2024**

**Please be advised, all vendors must submit their season vendor fee deposit by March 15, 2024 to secure their spot for the Leslieville Farmers’ Market 2024 season. Failure to pay by this deadline will result in your spot being offered to a vendor on our waiting list.**

### **Payment Expectations**

- Before the start of each season, every vendor will be invoiced for the dates that they have agreed to attend and will be provided next steps with payment options.
- Vendors are expected to pay their fees on time and in the full invoiced amount. If debt is accrued, a vendor must clear debt before the start of the next season or your spot at the market will be compromised.
- During the application process, vendors have the opportunity to specify any known absence dates. Fees will be adjusted based on these confirmed attendance dates. It's important to note that only the dates indicated in your application will be considered for fee adjustment. Absences not listed in the application will result in vendors being invoiced for the full duration of their season membership commitment.

# Refund & Cancellation Policy

## General Fee Policy

Fees are non-refundable under all circumstances.

## Absences

If you are unable to attend on your scheduled market days, refunds will not be issued for absences. As a vendor, you are responsible for the full commitment of your season membership schedule, and charges will apply as per your agreed terms. This policy is in place to ensure fairness and consistency for all vendors and the efficient operation of the market.

## Weather Conditions

Fees are non-refundable for rain days or inclement weather. Should the market cancel due to weather, refunds will not be issued. The Market operates outdoors, rain or shine, sharing the inherent weather risks collectively.

# Vendor Requirements & Responsibilities

As a vendor at the Leslieville Farmers' Market, you must comply with the following requirements:

- Locally-Owned Business:** Operate as an independently owned and regionally based business within Ontario, ideally not more than 3 hours from Toronto.
- Production:** Engage in small batch production.
- Sustainability and Diversity:** Embrace and promote environmental sustainability, cultural diversity, innovation, and creativity.
- Packaging:** Utilize minimal packaging, prioritizing compostable and/or recyclable materials.
- Transparency:** Fully disclose all ingredients or materials used in your products.
- Sourcing:** Aim to source ingredients locally as much as possible. If sourcing non-locally, ensure ethical and eco-friendly practices from suppliers.

- Product Offerings:** Incorporate seasonal items that highlight locally sourced ingredients. Avoid using industrially processed ingredients, additives, or unsustainable production methods.
- Health and Safety:** Comply with Toronto Public Health standards and regulations. Ensure all food preparation is done in a TPH-inspected commercial-grade kitchen.
- Legal Compliance:** Observe all provincial and federal sales tax laws. Obtain necessary licenses, permits, inspections, insurance, and certificates for selling your products.

## Public Health, Safety and Environmental Standards

### Regulatory Compliance

Vendors must ensure all goods sold at the Leslieville Farmers Market align with local, provincial, and federal regulations, including those outlined by the Canadian Food Inspection Agency and Public Health Guidelines. This extends to proper labeling, weighing/measuring, sanitation, safe food handling, and other relevant requirements.

LINK: [Food Safety at Special Events - City of Toronto](#)

### Food Preparation

All food must be prepared in a commercially-certified kitchen that has passed Toronto Public Health inspection. Vendors must provide proof of this inspection with their application.

### Certifications

If vendors claim specialty certifications such as "Certified Organic," proof of such certification must be readily available to LFM staff and visibly displayed at the vendor's booth.

### Alcohol Sales and Sampling

Vendors offering alcoholic samples or selling alcohol must have a valid Smart Serve certificate. Only staff with this certification may conduct sales or sampling activities.

### Sustainable Practices

At the Leslieville Farmers' Market, we prioritize environmentally sustainable practices. Vendors are required to submit a written statement detailing their farming, production, or processing practices as part of the application process. This statement should always be readily available for review by LFM staff.

### Eco-Friendly Packaging

Vendors must minimize packaging and use environmentally responsible plates, cups, napkins, and utensils whenever possible.

**Waste Management**

Vendors must maintain clean booth spaces, leaving areas free of debris and waste at the end of each market day. Illegal dumping will not be tolerated and may result in fines and potential expulsion from the market. Vendors may not use City-provided waste receptacles intended for the public. Failure to comply with these waste management guidelines will result in a \$50 fine.

## Due Diligence & Responsibilities

As a vendor at Leslieville Farmers' Market, you are required to be fully aware of and comply with all applicable regulations pertaining to your products. This responsibility extends to rules and guidelines set by governmental bodies at various levels – national, provincial, and local.

Key areas where these regulations may apply include food safety, packaging and labeling of goods, product display, and handling practices. It is crucial for you to stay informed about these regulations, as they are subject to change and are integral to the lawful and safe operation of your vendor activities at the market.

**Penalties and Fines**

Please be aware that failure to adhere to the market rules may result in penalties under your membership agreement, including the potential loss of your right to sell at the market.

Should you incur fines from a health inspector or other official due to rule violations, you are solely responsible for these fines and any associated costs. The LFM will not bear these expenses, as they arise from your individual business operations. Compliance with market regulations is crucial for maintaining your selling privileges and avoiding financial liabilities.

# Required Documents Chart

REQUIRED DOCUMENTS	FARMERS	BAKERS/ SPECIALTY PRODUCTS/ BEVERAGES	PREPARED FOOD	VQA/ CIDERY/ BREWERY/ DISTILLERY	ARTISAN/ CRAFT
PROOF OF INSURANCE	✓	✓	✓	✓	✓
LAND TITLE/LEASE AGREEMENT	✓			Farms Only	
FOOD HANDLERS (if applicable)	✓	✓	✓		
PROCESSOR LETTER (if applicable)	✓				
SMART SERVE				✓	
VENDOR PARKING PASS	✓	✓	✓	✓	✓
VENDOR AGREEMENT	✓	✓	✓	✓	✓
VISIBLE BUSINESS NAME ON BOOTH	✓	✓	✓	✓	✓

## Insurance Requirements

### Proof of Insurance

Vendors are required to have comprehensive liability insurance at a minimum limit of two million dollars (\$2,000,000) for bodily injury and/or property damage in any one occurrence. The insurance must include a cross-liability clause, including 1761218 Canada Association as additional insured and provide that your insurance will not be canceled or materially altered prior to the end of the market season.

### Insurance Details:

<b>Business information to include as additionally insured is:</b>	
<b>Corporate Business Name:</b>	<b>1761218 Canada Association</b>
<b>Address:</b>	<b>110 - 9 Morningside Ave, Toronto ON, M6S 1C1</b>

### **Need Insurance?**

[Duuu Insurance](#) for Farmers Market Vendors has an insurance program tailored to farmers' market vendors. It includes one-off and flexible daily insurance for vendors for as low as \$15/day with 24/7 on-demand service.

[Zensurance Insurance](#) for Farmers Market Vendors Backed by Lloyds of London, Zensurance offers tailored and robust longer-term insurance plans for farmers' market vendors.

## **Sourcing - Farmers, Producers & Processors (Including VQA Wine, Cider, Craft Beer & Spirits)**

### **Product Origin**

All items sold at the Market must be grown, processed, or produced by the vendor wherever possible. The reselling of items is strictly prohibited.

### **Third Party Involvement**

Any involvement from a third party in the production of products sold must be clearly disclosed and labeled. Vendors are prohibited from selling products that are solely purchased from wholesale or other retail sources.

### **Locally Sourced Ingredients**

Vendors should strive to source their ingredients as locally as possible. If local sourcing is not feasible, vendors must ensure that their sources uphold ethical and ecologically responsible growing and manufacturing practices.

### **Seasonal and Sustainable Products**

Vendors are encouraged to include seasonal offerings that highlight locally sourced ingredients. The use of industrially processed or manufactured ingredients, additives, or unsustainable production methods is strongly discouraged.

### **Value - Added Products**

Value-added products derived from local products, such as beeswax candles and preserves, can be sold at the Market's discretion. These products must be explicitly listed in each vendor's application.

### **Policy on Reselling**

Any reselling of any product(s) will first result in a written warning. A second violation from the same vendor will lead to expulsion from the Market.

### **Special Circumstances**

Under extenuating circumstances, vendors may apply to sell up to 25% of a neighbouring farmer's produce if their own produce is insufficient, or if it uniquely contributes to the product

mix available at the Market. Vendors are required to submit any requests via email to [basecamp@leslievillemarket.com](mailto:basecamp@leslievillemarket.com) and can expect to receive a response via email.

Vendors who fail to comply with these rules may face penalties, including potential suspension or termination of their right to sell at the Market.

## Sourcing - Prepared Food & Beverage

### Local Sourcing

We strongly encourage all prepared food vendors to use locally-sourced ingredients in their products whenever possible, prioritizing products from the Market.

### Non-Locally Grown Ingredients

Products containing ingredients not typically grown locally, such as bananas, citrus fruits, cocoa/chocolate, coconut, coffee, ginger, mangoes, certain nuts, plantains, sugar, tamarind, vanilla, and various spices, may be sold subject to the following conditions:

- The product must be approved by the Market
- The product must be consistent with and within the product range normally offered and approved in the vendor's application.

### Prohibited Practices

The following practices will not be tolerated:

- Use of ingredients or products containing Genetically Modified Organisms (GMOs)
- Use of conventionally grown agricultural products ( excessive use of pesticides, herbicides, or chemical fertilizers)
- Use of hormones or antibiotics in livestock
- Engaging in or supporting cruelty or inhumane practices in the raising or slaughtering of livestock, including but not limited to, lack of sufficient outdoor access, use of gestation crates, and factory farming.

## Crafts & Homewares

In accordance with City of Toronto regulations, The Leslieville Farmers' Market maintains a minimum 51% ratio of farmers to other types of vendors. This results in limited space availability for non-food vendors. Our selection criteria for these limited spaces prioritize:

### Local Food System Related Products

Items connected to local food systems, sustainability, gardening, or agriculture receive top preference.

### Eco-Friendly and Sustainable Products



We favor products made from natural, upcycled, eco-friendly, and sustainable materials, including their packaging.

### **Local Handcrafted Goods**

All products sold at the market must be handcrafted locally to qualify.

## **Onsite Vendor Requirements - All Vendors**

### **Placement:**

- Booth placement will be organized by Market staff, taking into consideration product mix, customer experience, and the needs of the vendors' products.
- Exceeding your 10x10 allotment will result in additional fees.
- As the Market is outdoors, vendors should come prepared for all weather conditions.
- Tree-shade is not guaranteed.
- Vendors may not assign, sublet, or sell their market stall to another vendor.
- Stall sharing is allowed if both vendors are present to represent their products.

### **Labeling and Signage:**

- Vendors must clearly display the names of each variety of products and any synthetic fertilizers or products used in their production.
- Prices and vendor/business names must be clearly posted, following Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) guidelines.
- All products must be displayed attractively, in accordance with Market Vendor Booth Guidelines.

### **Equipment Requirements:**

- Vendors are responsible for the safety of their equipment, including tents, tables, barbecues, and cooking equipment.
- Vendors accept all liability for damages, injuries, or accidents resulting from the misuse of equipment or failure to follow safety guidelines.
- Tent weights are mandatory; ground-penetrating tent pegs are prohibited.
- Use of generators at the Leslieville Farmers' Market is subject to prior approval. Only solar, battery, and whisper generators will be considered for permitted use.
- All equipment must be stowed and stored in a covered receptacle at all times; loose equipment is not permitted.
- Vendors may bring additional shade structures if needed for their products such as tarps.
- If your tent has any pre-existing damage (unsecured legs, cut canopy), we request that you hold off on bringing it to the market. Damaged tents are not safe to handle winds and safety is a top concern - we want to ensure a secure environment for everyone.

- For those without a tent, we have a limited number of spare tents on standby for emergencies. If the need arises, please reach out via text or email to discuss the possibility of renting one.
- All electrical cords must be positioned safely, out of water, and covered by electrical mats.
- The Market will not provide electrical cords; vendors must bring the appropriate length of cord required.

**Booth Safety Reminders:**

- Ensure you are equipped with a first aid kit for yourself and staff. Additional first aid kits are located at the music booth.
- If using combustible materials, ensure you have a functioning fire extinguisher readily accessible.
- Be vigilant of potential hazards like uneven surfaces and wet conditions. To prevent accidents, promptly clean up spills, clear debris, secure cables, and handle hot liquids carefully.
- When lifting and carrying items, remember to bend at the knees, hold items close to your body, work with a partner, and avoid lifting overly heavy or awkward objects. Utilize available dollies and carts, and seek assistance from Market Staff or volunteers if needed.
- Wasps traps are a necessity between late July to End of Season. It's advised to take extra precautions to protect your customers, staff yourself and your food from these pesky intruders.

**\*\*Electricity\*\***

The Leslieville Farmers' Market does not provide access to electricity. If access to electricity is mandatory for operations you must arrange a one-on-one meeting with the LFM team. Use of generators at the Leslieville Farmers' Market is subject to prior approval. Only solar, battery, and whisper generators will be considered for permitted use.

# Rented Equipment & Storage

## Equipment Requirements

A 10x10 tent and tables are mandatory for all vendors. If necessary, vendors may rent these items from the Market, subject to availability. To inquire about rental availability, please email [basecamp@leslievillemarket.com](mailto:basecamp@leslievillemarket.com).

## Equipment Rental Process

Vendors who have agreed to rent equipment from the Market must proceed to the shed upon arrival to sign the rental form. The Market Team will provide the rented equipment.

## Return of Rented Equipment

Vendors are responsible for collecting the equipment, setting up, tearing down, and returning the equipment to the shed. The Market Team will inspect the returned equipment for any damage.

# Vendors Booth Guidelines

## Overall Appearance

Vendors are encouraged to create a booth space that is visually appealing and inviting to customers. This includes a clean and tidy presentation, showcasing products in an attractive and organized manner. Vendors should use tablecloths, banners, and other decorative elements that align with the overall aesthetics of the market and their brand.

## Product Display

Products should be displayed creatively to attract customer attention. Use varying heights and depths for displays where possible, to make the booth visually interesting. Make sure all products are easily accessible and that pricing is clear and easy to read.

## Signage

Every vendor must have a sign clearly indicating the name of the vendor or the farm/organization they represent. This sign should be professionally printed or neatly hand-written. All product names and prices should be clearly displayed. Signage that shares a story about your farm or organization or that provides interesting information about your products is encouraged.

## Tent and Table Setup

Tents should be clean, well-maintained, and securely weighted down. Tables should be sturdy and neat, with all products displayed within the allocated booth space. Make sure your booth does not impede on the booth space of your neighbours, walkways or emergency exits.

### **Customer Engagement**

Vendors should be friendly, engaging, and ready to answer any questions about their products. It's encouraged for vendors to provide samples where appropriate, following all health and safety guidelines.

\*Hot Tip! Avoid sitting and being on your phone.\*

### **Sustainability**

Vendors are encouraged to consider sustainability in their booth designs. This includes minimizing waste, using recyclable or compostable packaging, and considering energy-efficient practices where applicable.

### **Safety**

All vendors are responsible for the safety of their booth. This includes ensuring that tents, tables, and displays are secure, and that there are no hazards that might cause injury to customers or other vendors. Vendors must comply with all safety regulations and guidelines provided by the market.

## **Clean up & Garbage Disposal**

As we operate within Greenwood Park, it's crucial to maintain respect for the park and surrounding neighbourhood through diligent clean-up and garbage disposal practices.

### **Booth Maintenance**

Vendors must keep their booth area clean during market hours. This includes disposing of trash, sweeping spills or debris, and removing all equipment and products.

### **Zero Trace Policy**

Ensure no trace is left behind, including organic waste and ice.

### **Off-site Waste Disposal**

All garbage must be disposed of off-site. Using city bins for vendor waste is strictly prohibited.

### **Penalties for Non-Compliance**

- A \$50 cleaning fee will be charged for failure to adhere to these cleanliness standards.
- Repeated violations may lead to suspension or termination from the LFM.
- Utilizing City-provided waste receptacles intended for public use is not allowed. Illegal dumping is strictly forbidden and will result in a \$50 fine and possible expulsion from the market.

Adherence to these guidelines ensures a clean and respectful environment for everyone at the Leslieville Farmers' Market.

# Code of Conduct & Community Guidelines

All participants in the Lesliewille Farmers Market, including vendors and customers, must cooperate with market staff, volunteers, and the public. By participating in the Market, vendors agree to abide by this Code of Conduct and accept the enforcement procedures outlined in the 2024 LFM Rules & Regulations.

## **Resolving Disputes**

Vendors are encouraged to resolve minor disputes individually. If needed, market staff can facilitate discussions. For ongoing disputes, vendors should reach out to Market staff.

## **Professional Conduct**

Vendors are expected to maintain a professional demeanor at the Market, treating staff, customers, other vendors, volunteers, and nearby residents with courtesy and respect. We aim to create a welcoming and inclusive environment for all.

## **Community Responsibility**

Vendors, as representatives of the Market, must uphold the guiding principles of the LFM. This includes:

- Maintaining a positive and respectful attitude.
- Abiding by the LFM Vendor Handbook
- No smoking of any kind.
- Maintaining personal cleanliness and hygiene.
- Demonstrating amicable conduct that aligns with the family-friendly atmosphere of the market.
- No intoxication from alcohol, cannabis, or other restricted substances.
- Zero tolerance for disruptive, aggressive behavior, or harassment of any kind.

## **Inclusivity and Zero Tolerance Policy**

The LFM is dedicated to fostering a safe, welcoming, and accessible environment for people of all backgrounds, origins, cultures, sexual orientations, genders, religions, and abilities. We strictly prohibit any racist, sexist, homophobic, transphobic, or intolerant language or actions.

Any reported incidents will be investigated and may result in immediate removal of the offending party from the Market, at the sole discretion of the Market team and Greenbelt Markets.

## **Non-Aggressive Marketing**

Aggressive product hawking is not permitted. Vendors should engage shoppers in a friendly, respectful manner. Yelling, demanding, harassing, or aggressive behavior will not be tolerated.

## **Harassment-Free Environment**

The LFM maintains a zero-tolerance policy for harassment. Everyone has the right to work, shop, and sell in an environment free from harassment, so all interactions between coworkers, the public, and others must be respectful, professional, and courteous at all times.

## Acknowledgement & Acceptance

This document constitutes the entire agreement between the vendor and the Leslieville Farmers' Market. It supersedes all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral.

By participating in the Leslieville Farmers' Market, vendors implicitly and explicitly agree to abide by all the stipulations set out in the Leslieville Farmers' Market 2024 Rules & Regulations. Non-compliance with any of these terms and conditions may result in penalties as outlined in the "Violations & Enforcement" section of this document.

\*Please note that a signature is not required on this document as acceptance of these terms and conditions is implicitly confirmed by your participation in the Leslieville Farmers' Market.

However, vendors will be required to sign a separate contract, which will be sent upon acceptance.

Thank you for your cooperation and we look forward to a successful and prosperous market season together!

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Updated January 2024