



## Bouctouche Farmers' Market (BFM) Vendor Application Form - 2019 SEASON

***The Bouctouche Farmers' Market is bigger and better than ever. With its fabulous new building and extended Market season, we are seeking quality vendors committed to growing with us in 2019!***

### **PURPOSE OF THE MARKET:**

The purpose of the Bouctouche Farmers' Market (BFM) is to offer a dynamic and community-oriented market that presents a variety of high quality locally produced farm products, prepared foods and handcrafted arts & crafts to local residents and visitors. The Bouctouche Farmers' Market fosters a positive environment that promotes local food and enhances education and awareness around food security for the Kent region.

### **ELIGIBLE VENDORS:**

***Locally produced, locally-sourced and homemade products (Make it, Bake it, Grow it!)***

The Bouctouche Farmers' Market is open for the sale of locally grown, produced, baked and crafted products from approved growers, producers, processors and individuals whose name, address and signature appear on an approved vendor application. The BFM is therefore open strictly to local and bona fide producer-vendors who make what they sell; resellers are not eligible.

Arts and Crafts shall be hand-made by the vendor using as much local material as possible and his/her own skill, artistry and training to produce a new, unique and original product appropriate for the farmers' market. All arts & craft products will be reviewed by a jury to ensure that they are of high quality and are compatible with the other products sold at the market.

We are also working towards adopting the principles of a Slow Food Earth Market (Good, Clean and Fair).

**Note: no reselling of products or direct selling (network marketing products)**

### **APPLICATION PROCESS:**

**DEADLINE:** Please submit your completed application form by April 8<sup>th</sup>, 2019.

The Vendor Handbook of *Rules & Regulations 2019*, will be available on our website at a further date. For more information or to discuss your application in further detail, please contact the Market Operations Manager.

Note: We are expanding our season to include a Thursday Night Summer Market, in July and August as well as the 2<sup>nd</sup> Annual Christmas Market, to be held from December 6<sup>th</sup> - 8<sup>th</sup>. Please indicate the dates that you might be interested in.

#### **For more information:**

Rose-Marie Allain, Market Operations Manager  
Tel: (506) 744-1020  
Email: [bouctouchefarmersmarket@gmail.com](mailto:bouctouchefarmersmarket@gmail.com)  
Website: [www.bouctouchefarmersmarket.ca](http://www.bouctouchefarmersmarket.ca)

#### **Submit application by one of the following methods:**

- electronic application form
- email with attachment (scanned)
- fax: (506) 955-8184
- drop off or mail: 9 Irving Blvd, Bouctouche, NB E4S 3J3

**VENDOR CONTACT INFORMATION:**

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_ Facebook: \_\_\_\_\_

**Please ensure that the proposed product listing is properly filled out below with sufficient detail for each applicable category of products.**

*The Management Committee reserves the right to refuse acceptance of any applicant or product that is not in keeping with the rules, regulations or standards of the Bouctouche Farmers' Market.*

**VENDOR & PRODUCT CATEGORIES:**

Please indicate your main and secondary general product categories in the table below and provide detailed product descriptions in the next section. (pages 3 to 5)

PRODUCT TYPE	Main Products √	Secondary products √
<b>A) AGRICULTURAL &amp; PRIMARY FOOD PRODUCERS</b>		
<b>1) Farmer / Gardener</b> (Fruits & Vegetables)		
<b>2) Horticulture</b> (Bedding plants, trees, shrubs and cut flowers)		
<b>3) Meats &amp; Sausages</b>		
<b>4) Seafood &amp; Fish</b>		
<b>5) Wine, Juices &amp; Beverages</b>		
<b>6) Syrup &amp; Honey</b>		
<b>7) Eggs &amp; Dairy Products</b> (including cheese)		
<b>8) Other Products</b> (specify)		
<b>B) PREPARED FOODS</b>		
<b>9) Baked Goods &amp; Sweets</b> (Bread, pastries, fudge, candies)		
<b>10) Prepared Foods</b> (pre-made and packaged)		
<b>11) Ready-to-eat Foods</b> (including cooked on site as meals and snacks)		
<b>12) Jams, Preserves &amp; Sauces</b>		
<b>13) Herbs &amp; Spices</b>		
<b>14) Other Products</b> (specify)		
<b>C) ARTS &amp; CRAFTS</b>		
<b>15) Art</b>		
<b>16) Crafts</b>		
<b>17) Other Products</b> (specify)		
<p><i>Please provide additional details on your products and submit photos if possible for new vendors. Samples may be required depending on the product.</i></p>		

## REGULAR SEASON

You can add up to 15 different products in this form. If you have more than 15 products, please regroup them in categories. Please make sure to indicate product name and type of unit: individual, packaged, and/or bulk. **EXAMPLE:** Product 1: apples (individual) (packaged: bags 3lbs /baskets) // Product 2: green beans (pre-packaged bags) (bulk: \$/lb) // Product 3: strawberries: produced by applicant (pints) // Product 4: strawberries: supplied off season by other producers from other regions (pints)

PRODUCT TYPE	<i>Main Product √</i>	<i>Secondary Products √</i>	<i>Produced by applicant</i>	<i>Produced by other</i>	<i>Details on craftsmanship, product size / packaging, certification &amp; licenses, locally sourced supplies, etc.</i>
<b>A) AGRICULTURAL &amp; PRIMARY FOOD PRODUCERS</b>					

# REGULAR SEASON

Please provide a detailed list of product descriptions for each general category that applies.

PRODUCT TYPE <i>Product List (specify)</i>	Main Product √	Secondary Products √	Produced by applicant	Produced by other	Details on product size / packaging, certification & licenses, locally sourced supplies, etc.
<b>B) PREPARED FOODS</b>					

# REGULAR SEASON

Please provide a detailed list of product descriptions for each general category that applies.

PRODUCT TYPE <i>Product List (specify)</i>	Main Product ✓	Secondary Products ✓	Produced by applicant	Produced by other	Details on product size / packaging, certification & licenses, locally sourced supplies, etc.
<b>C) ARTS AND CRAFTS</b>					
<b>D) OTHER PRODUCTS (not specified above)</b>					

**ATTENDANCE:**

**Location:** 9 Irving Blvd, Bouctouche, NB (new building with inside kiosks and open-air site with tents)

Will you attend each week of the regular season?  Yes  No

*\*Preference will be given to full-season vendors, food-related products and agri-food producers from the Kent Region and Greater Southeast Region. We also strongly encourage a minimum of 4 weeks participation. Higher stall fees will apply if only participating in the peak season.*

**Please check appropriate dates for your participation in the 2019 season.**

**REGULAR SEASON** Saturdays from May 18<sup>th</sup> – October 26<sup>th</sup> (24 weeks) **8:00am – 1:00pm**  
**THURSDAY NIGHT SUMMER MARKET** from July 5<sup>th</sup> to August 29<sup>th</sup> (8 weeks) **4pm – 8pm**  
**CHRISTMAS MARKET** from December 6<sup>th</sup> to the 8<sup>th</sup>

1) SATURDAY MARKET				
REGULAR SEASON			DATE	
<b>SPRING</b>	<input type="checkbox"/>	Week 1	May 18	<input type="checkbox"/>
		Week 2	May 25	<input type="checkbox"/>
		Week 3	June 1	<input type="checkbox"/>
		Week 4	June 8	<input type="checkbox"/>
		Week 5	June 15	<input type="checkbox"/>
<b>PEAK</b>	<input type="checkbox"/>	Week 6	June 22	<input type="checkbox"/>
		Week 7	June 29	<input type="checkbox"/>
		Week 8	July 6	<input type="checkbox"/>
		Week 9	July 13	<input type="checkbox"/>
		Week 10	July 20	<input type="checkbox"/>
		Week 11	July 27	<input type="checkbox"/>
		Week 12	August 3	<input type="checkbox"/>
<i>Note: Thursday Aug 15<sup>th</sup> is Acadian Day and a special occasion. It is open to BFM and other vendors. CMA: Congrès Mondial acadien</i>		Week 13	August 10	<input type="checkbox"/>
		Week 14	August 17 (Special CMA 2019 day)	<input type="checkbox"/>
		Week 15	August 24	<input type="checkbox"/>
		Week 16	August 31	<input type="checkbox"/>
		Week 17	September 7	<input type="checkbox"/>
		Week 18	September 14	<input type="checkbox"/>
		Week 19	September 21	<input type="checkbox"/>
<b>FALL</b>	<input type="checkbox"/>	Week 20	September 28	<input type="checkbox"/>
		Week 21	October 5	<input type="checkbox"/>
		Week 22	October 12	<input type="checkbox"/>
		Week 23	October 19	<input type="checkbox"/>
		Week 24	October 26	<input type="checkbox"/>

## 2) THURSDAY NIGHT SUMMER MARKET

*New this year is a weekly evening Market every Thursday for the months of July and August*

ALL <input type="checkbox"/>		DATE	
	Week 1	July 4	<input type="checkbox"/>
	Week 2	July 11	<input type="checkbox"/>
	Week 3	July 18	<input type="checkbox"/>
	Week 4	July 25	<input type="checkbox"/>
Note: On Thursday Aug 15 <sup>th</sup> Acadian Day, there will not be a Thursday Night Market	Week 5	August 1	<input type="checkbox"/>
	Week 6	August 8	<input type="checkbox"/>
	Week 7	August 22	<input type="checkbox"/>
	Week 8	August 29	<input type="checkbox"/>

\*There are different stall fees for this market. For more information contact Rose-Marie Allain, 506-744-1020

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## 3) MARKET STORE

*There is also an option of becoming a Market Store vendor and a future online store vendor*

SARRIETTE, the local food boutique, offers carefully curated handcrafted food products.

- Thursdays (July 4<sup>th</sup> to August 29<sup>th</sup>)  
 - Saturdays (May 18<sup>th</sup> to October 26<sup>th</sup>)  
 \*possibility of opening on Fridays as well

**Please indicate your possible interest:**

\*There are different criteria and fees for the Market Store. For more information contact Rose-Marie Allain, 506-744-1020 [bouctouchefarmersmarket@gmail.com](mailto:bouctouchefarmersmarket@gmail.com) [www.bouctouchefarmersmarket.ca](http://www.bouctouchefarmersmarket.ca)

## 4) AUGUST 15 – ACADIAN DAY

*There is an option to become a vendor on Acadian Day - August 15, 2019*

Thursday August 15 from 10 am to 2pm

Yes  No

**Please specify products:**

\* There are separate criteria and stall fees for this special market. For more information contact Rose-Marie Allain, 506-744-1020 [bouctouchefarmersmarket@gmail.com](mailto:bouctouchefarmersmarket@gmail.com) [www.bouctouchefarmersmarket.ca](http://www.bouctouchefarmersmarket.ca)

## 5) CHRISTMAS MARKET

**We encourage as much participation as possible. Please indicate the days of your availability.**

**Note: The number of days for the Christmas Market could be modified at a later date.**

CHRISTMAS MARKET		DATE	
All dates	<input type="checkbox"/>	December 6	<input type="checkbox"/>
		December 7	<input type="checkbox"/>
		December 8	<input type="checkbox"/>

\*A separate application form with different stall fees will be available at a later date. Please indicate your possible interest in these dates. For more information contact Rose-Marie Allain, 506-744-1020 [bouctouchefarmersmarket@gmail.com](mailto:bouctouchefarmersmarket@gmail.com) [www.bouctouchefarmersmarket.ca](http://www.bouctouchefarmersmarket.ca)

**REQUIREMENTS:**

The Bouctouche Farmers’ Market vendors are required to have their tent(s) and table(s). The Market Operations Manager will work with each individual vendor to best accommodate everyone’s needs. A limited number of tents and tables are available for weekly rental and will be assigned based on vendor needs on a first-come, first-serve basis.

SPACE & AMENITIES		
<b>Indoor space</b>	There are various types of indoor spaces: permanent and flexible which vary in size. What would you prefer ? Please provide details.	
<b>Outdoor space</b>	A regular stall is usually 10’ x 10’ (size of tent) and this typically has space for 1 table (6’ – 8’ wide). - Tent(s): I will require ____ (#) tent stall space(s) - Other space requirements (ex: trailers, food trucks, etc.) Please specify:	
<b>Tents</b>	<input type="checkbox"/> I have ____ tent(s), size:	<input type="checkbox"/> I need / would like to rent ____ tent(s)
<b>Tables</b>	<input type="checkbox"/> I have ____ table(s), size:	<input type="checkbox"/> I may need ____ table(s)
<b>Electricity</b>	<input type="checkbox"/> I do not require electricity.	<input type="checkbox"/> I require electricity. <i>Explain usage (types of equipment and usage of electricity):</i>
<b>Water</b>	<input type="checkbox"/> I do not require water.	<input type="checkbox"/> I require water. <i>Explain usage:</i>

<p><b><u>FEES FOR 2019:</u></b> (refer to Appendix A)</p> <p>1) Annual Registration Fee for <b>ALL</b> types of vendors: \$30 / season</p> <p>2) Weekly stall fees are based on square footage of kiosk and the location (inside or outside) as well as services required and vary by market type.</p> <p>The Market Operations Manager will calculate the stall fees based on your space requirements and needs.</p>
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METHOD OF PAYMENT:	
1) <b>Full-season payment</b> (paid in advance by May 1 <sup>st</sup> ): 10% discount	<input type="checkbox"/>
2) <b>Regular season</b> (post-dated cheques by month are required by the 1 <sup>st</sup> of the month): May (2 weeks), June (5 weeks), July (4 weeks), August (5 weeks), September (4 weeks), October (4 weeks)	<input type="checkbox"/>
3) <b>Thursday Night Summer Market</b> (post-dated cheques by month are required by the 1 <sup>st</sup> of the month): July (4 weeks), August (4 weeks)	<input type="checkbox"/>

*\*Please note that payment arrangements will be finalized once vendor applications have been accepted for the season.*

**CONSENT:**

*I/We have read and agree to abide by the Bouctouche Farmers’ Market (BFM) Rules and Regulations as outlined in the Bouctouche Farmers’ Market Vendors Handbook. I/ We authorize my / our name(s) to be printed on the BFM vendor list and on the BFM website and/or Facebook page. I/We also authorize the BFM to use our images as approved vendor for promotional purposes.*

**SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_