



CreativeHub 1352

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2022 Vendor Information Package

The following document outlines general rules and regulations covering regular vendor activity at the market. All Vendor applications are to be submitted online at:

<https://www.creativehub1352.ca/vendor-application-lakeview-farmers-market>

CREATIVEHUB 1352

The Lakeview Farmers' Market (LFM) is operated by CreativeHub 1352 which is a non-profit, charitable, community-driven organization that brings creative people together and strengthens community cultural development. The CreativeHub 1352 programs focus on the environmental sciences, including food security, arts and heritage initiatives. All proceeds from the market will be reinvested into the market to support local farmers, producers, artisans and education.

Lakeview Farmers' Market organizers will make every effort to provide a balance of farm vendors and small batch non-farm vendors, avoiding saturation of any one product.

WHERE AND WHEN

LOCATION, DATE & TIME

The Lakeview Farmers' Market is located at the Small Arms Inspection Building (1352 Lakeshore Rd East, Mississauga ON L5E 1E9) and operates every **Sunday from 9:00am until 2:00pm from June 5 to November 27 2022.**

Arrival: Vendor set-up time begins at 7:30am.

Sales Times: By joining The Lakeview Farmers' Market, vendors agree to occupy and commit to their allotted space for the full duration of market hours – from 9am until 2pm.

Exit: No vendor may begin tearing down their booth before 2:00pm. It is important for everyone's sales that the integrity of the market is maintained for its entire duration.

CreativeHub1352

Business Address: 6 Helene Street North, Mississauga, ON L5G 3B2

info@creativehub1352.ca www.creativehub1352.ca



Absences: Vendors unable to attend a market day or stay for the full duration of the market must notify the Market Manager at least 48 before the market. *There will be no refunds for missed market dates and frequent absences may result in loss of space for the remainder of the season.*

Delays: Please contact the Market Manager in case of an unexpected delay on market day.

The market is open rain or shine. Unless otherwise communicated by the Market Manager due to extenuating circumstances (i.e. extreme weather conditions), all vendors are expected to attend the Market regardless of weather.

LOCATION AND FEATURES

The LFM is held at the Small Arms Inspection Building (SAIB), located in the south east area of Mississauga, at the intersection of Dixie Rd and Lakeshore Rd. W, 1 km west of the Longbranch Go Station and the Mississauga/Toronto border. Within 5km of 35,000 homes (Lakeview, Mineola and Port Credit in Mississauga and Long Branch in Etobicoke/Toronto), the SAIB site is the perfect venue for the Lakeview Farmers' Market.

Now in its third year, the Lakeview Farmers' Market saw over 24,600 visitors in 2021.

- Adjacent to 15 hectares of outdoor space, waterfront trails and historic sites;
- Ample space for booths;
- Free parking for vendors and visitors (150 spaces);
- Within walking distance of GO train station and Toronto and Mississauga bus transit;
- Onsite Valet Bicycle Parking
- High visibility intersection at Dixie and Lakeshore Roads
- Quick and easy access to major roads and the QEW;
- Strong marketing with nearly 5,000 followers across social media, 3,500 newsletter subscribers, and a bustling website with more than 35,900 yearly users;
- Onsite music and community activities to add to the marketing experience
- Lounge area for visitors
- Access to 18,000 sq. ft. light-filled indoor air-conditioned space;
- 10' x 10' booths available; 2 loading dock access areas
- Limited access to 6' tables and chairs for emergencies. Vendor use to be negotiated.
- Well appointed indoor public washrooms;
- Electrical Service is 120 volts, up to 13 amps (like usual home circuit) subject to booth location.
- Water and electrical access to be arranged with the Market Committee in advance;
- A booth is one 10'X10' allocation with a maximum of 2 booths/vendor. Subletting booth space is not permitted. The Market Committee shall negotiate and allocate vendor booth spaces.
- There are no refunds for bad weather or dates missed at the market.
- Support of volunteers when available to assist with set-up and teardown
- Opportunities for cross promotions through social media channels



PAYMENT REQUIREMENTS

Payment for the entire season is due upon approval of market application via cheque, bank e-transfer or credit card.

1) Cheques made payable in full to:

Small Arms Society - CreativeHub 1352, 6 Helene St. N., Mississauga, ON L5G 3B2

2) Via Bank E-Transfer to: Lakeviewfarmersmarket@gmail.com; in the comment section indicate: LFM vendor Fee

VENDOR AGREEMENT

Contingent upon compliance of the 2022 LFM Rules & Regulations, each vendor upon paying their full 2022 vendor fees are guaranteed operation in every regular Sunday market of the 2022 season with fair and equal treatment by market staff and volunteers. Vendors are required to abide by the COVID-19 rules and regulations as communicated by the LFM Committee.

Vendors are responsible for setting up their booth, providing their own booth supplies (tables, chairs, power cords, banners, linens, tent weights, etc.), and the complete teardown and removal of their booth (including removal and proper disposal of refuse).

VENDOR PRODUCE/PRODUCTS REQUIREMENTS

RE-SELLING

Absolutely no re-selling of any item shall be permitted. All products must be grown, prepared and produced by the vendor wherever possible. Vendors who re-sell produce purchased at the Food Terminal or other wholesale outlets will not be considered.

PERMITS, LICENCES AND CERTIFICATION

Necessary permits, licences and certifications for the Market are collected and maintained by the LFM Committee. *Completion of permits is required before a booth can be occupied.*

- Events must comply with the Food Safety Guidelines for Special Events and with the applicable sections of the Food Premises Regulation, under the Health Protection and Promotion Act, R.S.O, 1990;
- All food must be obtained from an approved and inspected commercial source;
- All food vendors MUST submit proof of a completed Peel Public Health: Special Event Application for Food Vendors 15 days prior to the Market, accessible online at: www.peelregion.ca/health/enviroNew/forms/vendor-info-form.asp;



- Vendors selling prepared or packaged food items must use a Certified Kitchen and hold a Food Handlers Certificate;
- Where required, a vendor will provide proof that their kitchen/premises have been inspected by the Public Health Department with their application;
- Certified Organic and Local Food Plus Certified vendors are asked to provide a copy of their certification papers to be kept on file;
- Vendors must obtain all necessary licenses and insurance for the sale of their products. Proof of Insurance Coverage will be collected and maintained by the Lakeview Farmers' Market Committee, and must be provided when the vendor agreement is signed;
- Vendor certificate of insurance must name the City of Mississauga and CreativeHub 1352;
- Vendors must complete the [City of Mississauga Insurance Form](#);
- Follow all healthy and safety and building rules and regulations established by the Lakeview Farmers' Market, CreativeHub 1352 and the building owner, the City of Mississauga.

Insurance Options

- **Option 1:** Coverage through vendor business insurance.
- **Option 2:** [Farmers' Markets of Ontario](#) has a discounted rate for members through their Market Vendor Member Program. First you need to register for a fee of \$25 + HST to access the discounted rate, and then choose between One-day (1), Four-day (4), or Twenty-six day (26) policy. The Certificate of Insurance can be used at all farmers' markets and special events. Be sure to select "Lakeview Farmers' Market" in your application. See [additional member benefits](#),
- **Option 3:** [Duo Insurance](#) at \$15 + HST per day. If attending more than one day, a separate policy for each market date must be purchased.
- **Option 4:** Other insurance companies may offer a similar vendor insurance

Insurance Certificates must name and include the City of Mississauga and CreativeHub 1352.

AMENDMENTS TO VENDOR REGULATIONS

Vendor regulations may be amended at any time at the discretion of the Committee and approval of the CreativeHub 1352 Board of Directors. In the event the Market were to be shut down for any reason including but not limited to weather issues, facilities issues, regulatory issues made by the City of Mississauga (owners of the building) or any other circumstances, CreativeHub 1352 is not liable for any damages, whether direct or consequential, resulting from the revocation of the Lakeview Farmers' Market Vendor contract.

It is expected that Vendors will fully comply with the Market Regulations as set out in this document. Failure to do so may be grounds for termination of the Vendor Agreement. Acceptance of the Vendor Application and ongoing permission to attend the Market is at the discretion of CreativeHub 1352.