

Vending – Labelling Policy

This policy is referenced from the TBCM Policy: 2. *Vending – Vending Rules* and is designed as a concise guide for labelling of food sold at the Market. Correct and appropriate labelling ensures integrity of items sold at Market, for the confidence of our customers.

Labelling of food is controlled by the Canadian Food Inspection Agency (CFIA) and at all times their information is the standard which vendors shall meet. The Market bears no responsibility or liability for labelling that does not meet standards. For any clarification on food labelling, please contact the CFIA. The Food Labelling for Industry is a great resource. <http://www.inspection.gc.ca/food/labelling/food-labelling-for-industry/eng/1383607266489/1383607344939>

For issues and questions related to food safety, please contact the Thunder Bay District Health Unit.

Clerk-Served Food:

1. Clerk-served food is food that arrives at the Market in bulk and is packaged or served to customers by a clerk.
2. Clerk-served implies a conversation did / could occur between the clerk and the customer about allergens and storage instructions.
3. If food is brought to the Market in separate packaging, it is no longer clerk-served and shall follow the instructions for labelling below.

Labelling for Pre-Packaged items:

4. Labelling for all pre-packaged food items at a minimum must include:
 - a. **Contact details for the vendor:**
 - i. Business Name
 - ii. Business mailing address (or c/o Market address) “with sufficient information that postage can be sent by using solely the information on the label, with a reasonable delay time of delivery.”
 - iii. Phone number, email address, and website are extra and not governed by the CFIA.
 - iv. Note that if you use c/o Thunder Bay Country Market, the Market maintains no liability for your products.
 - b. **Volume:** Weight by how normally sold in grams or in ml. i.e. 500 g or 0.5 kg or 500 mL or 0.5 L
 - i. Calculate your weights for your labels by using an average of your standard contents. Some deviation is expected, but should be within standard range of your average product.
 - ii. Note the single space between the number and the volume type.
 - iii. If you wish to include imperial measurements you may but you must have metric.
 - c. **Storage Instructions:** if the item requires refrigeration or freezing, the label must indicate this. If stored at room temperature, this is not required. Label shall indicate temperature (i.e. store at 4 °C or colder).
 - d. **Shelf life:** If your product has a less than 90-day shelf life, you must have:
 - i. Either a Best Before Date OR
 - ii. Packaged on (date) with sign in your booth indicating consumption date. For example, “Packaged on October 31” on the label with a sign near it indicating “Consume product within (example: 2) days of packaged on date”.
 - e. **List of ingredients**
 - i. If products sold at the market are produced and sold by yourself, you are exempt from list of ingredients.
 - ii. However, if your product is not made by yourself or sold by yourself, then it **MUST** include a list of ingredients, including identifying allergens. Please see CFIA website for more information and guidance on this matter.
 - f. Any foods not sold by the person that produces the product needs to have a list of ingredients displayed on the label.
 - i. Labels should include list of ingredients in order of ingredient content, with any allergens bolded.
5. There is a lot of different regulation around the words Cream and Milk. There is also extensive regulation about producing items in a registered dairy plant that manipulate butter, cream (for example, flavoured butters). Please review the appropriate legislation carefully.