

## Vending – Retail Policy

This policy is for approved vendors who have an active booth and wish to apply to add other products to their booth that they do not produce themselves.

This policy is referenced from the Thunder Bay Country Market policy: *2. Vending – Vending Rules* and is the guiding policy for the Vending Committee with relation to approval of retail items.

1. Retail items are items that are slightly outside of the Make it, Bake it, Grow it concept:
  - a. They may include items from another local producer who does fit within that mandate but cannot maintain a full presence at the Market OR
  - b. May also include wholesaled items brought in by the vendor for resale. These will be more difficult to receive approval for.
2. The vendor wishing to have the item in the booth must apply on the relevant Retail It form for approval to sell the item and pay the associated fee.
  - a. The retail fee is per separate item / product line sold in the booth. For example, one local provider makes both peanut butter and vegan cheese which is retailed at a booth. If both items are approved, the retail fee is payable for both items. However, if there are two flavours of BBQ sauce, there is only one fee payable.
  - b. It is up to the vendor whether to pass that cost on to the producer or to absorb it.
3. A vendor that wishes to add a retail product would apply using the “Retail It” form.
4. Approved retail items will be listed on the Vendor’s Market webpage, with a link to the producer’s website or Facebook page if applicable. No further advertising by the Market will be provided.
5. Retail items will be approved at a booth if:
  - a. It is complementary to their current product line or in an obvious way connected to their booth.
    - Example A: Local pesto would be an ideal retail product for pasta.  
Locally made peanut butter would not.
    - Example B: A gallery-style booth could apply to add more visual artists.  
They could not sell hot sauce.
    - Example C: One of the workers in a food booth is an artist. Her art could be a retail item on display in that booth if it does not detract from their core market business.
  - b. It is not an item currently available at the Market or not available in sufficient quantities. There will also be tight limitations on balance of retail items vs regular booth items.