

I ♥ the TBay Market

We Make It, Bake It, Grow It

Vendor Application

Business Details			
Business Name:			
Business Address:			
City:		Postal Code:	
Owner(s) Name:			
Member Name:			
Phone Numbers:	Business Phone:		
	Cell Phone:		
Email(s):		<input type="checkbox"/>	Check if preferred
		<input type="checkbox"/>	Check if preferred
How can we and our customers find you online?			
Please list your Facebook, Instagram, website and any other online avenues you may have:			
Facebook:	Instagram:		
Website:			
Please describe your business			
This description may be used for the Thunder Bay Country Market (TBCM) website and for marketing purposes:			

Assessment Questions				
These questions are for all applicants				
I am a current vendor	Yes		No	Yes = 1 pt, No = 0 pts
I have an established customer base	Yes		No	Yes = 1 pt, No = 0 pts
My business is registered provincially	Yes		No	Yes* = 1 pt, No = 0 pts
<i>*please provide copy of business registration certificate</i>				
My business has commercial liability insurance.	Yes	This is now a mandatory requirement for all vendors, as shown in the Sample Vending Agreement. Once approved, you will need to provide a copy of your insurance policy, with Thunder Bay Country Market as an Additional Insured.		

The sections below are dependent on your product(s) that you are applying to vend.

Many vendors will fall into more than one category (depending on their items).
 For example, you might grow vegetables (Grow It) and also add value to some of the grown items (Make It - Food).
 Please fill out all of the relevant sections for your product line(s).

Make It – Arts, Crafts or Services				
Definition: An art, craft or service produced by the vendor of original medium or design				
Products you wish to sell in this category. <i>You do not need to list each item, but group like items – for example, list “children’s books” not each individual title.</i>				
Do you meet the above definition of Make It – Arts, Crafts and Services for 100% of the products you listed above?	Yes		No	<i>If yes, you meet the mandatory requirement. If no, your application will not be accepted.</i>
Are you solely responsible for your Art, Craft or Service?	Yes		No	<i>Yes = 1 pt, No = 0 pts</i>

Bake It and Make It – Food				
Definition: Product which is produced by the vendor from ingredients, in whole or in part, which are grown or bought and which combined together results in processed food.				
Products you wish to sell in this category. <i>You do not need to list each item, but group like items – for example, list Jam and Jellies, not “strawberry jam” and “cherry jelly”</i>				
Do you meet the above definition of Bake It and Make It – Food for 100% of the products you listed above?	Yes		No	<i>If yes, you meet the mandatory requirement. If no, your application will not be accepted.</i>
Are 100% of the products listed above made locally?	Yes		No	<i>Yes = 1 pt, No = 0 pts</i>
TBCM Definition of Local: West of Wawa, ON and east of Manitoba/Ontario border.				
Is your kitchen inspected by the Thunder Bay District Health Unit? (or relevant District Health Unit)	Yes		No	<i>Yes = Meets mandatory requirement No = Does not meet mandatory requirement. Applicant may be accepted conditionally, until documentation of compliance is received. Contract to vend will not be awarded until this is received.</i>
<i>Please attach copy of your Health Unit inspection (or from the kitchen you rent to prepare your food)</i>				
In making your product(s) do you shop from Thunder Bay Country Market vendors?	Yes		No	<i>Yes = 1 pt, No = 0 pts</i>

In making your product(s) do you shop locally?	Yes		No		Yes = 1 pt, No = 0 pts
In making your product(s) do you shop from local farmers?	Yes		No		Yes = 1 pt, No = 0 pts

Grow It					
Definition: Product(s), raw in nature, requiring very little alteration to eat. The products will be garden, greenhouse or cool room grown, or foraged; resulting in either edible or non-edible products. Meat will include farmed animals or will fall under approved an approved commercial license (i.e. fisheries), processed according to relevant provincial / federal licensing.					
Products you wish to sell in this category. You do not need to list each item, but group like items – for example, pork in variety of cuts – not pork chops and pork roasts, etc. For fruits & vegetables, simply list “seasonal fruits” and/or “seasonal vegetables” and include full list on page 4					
Do you meet the above definition of Grow It for 100% of the products you listed above?	Yes		No		If yes, you meet the mandatory requirement. If no, your application will not be accepted.
Is 100% of your product locally grown or raised?	Yes		No		Yes = 1 pt, No = 0 pts
Is 100% of your product locally grown or raised by you ?	Yes		No		Yes = 1 pt, No = 0 pts
TBCM Definition of Local: West of Wawa, ON and east of Manitoba/Ontario border.					
Is your water tested for quality?	Yes*		No		No, City water
<i>*Please attach copy of latest water test. City water is exempt from testing.</i>					
Are you a member of a registered farm organization – NFU OFA CFFO	Yes		No		Yes (indicate which) = 1 pt, No = 0 pts
What is your anticipated length of season at Market?	1 to 4 weeks				0 points
	5 to 8 weeks				1 point
	9 to 12 weeks				2 points
	13 weeks or more				3 points
MEAT Only:					
Are you an owner operator?	Yes		No		If yes, you meet the mandatory requirement. If no, your application will not be accepted.
Is your meat processed in an Ontario Gov't approved facility?	Yes		No		If yes, you meet the mandatory requirement. If no, your application will not be accepted.
FISH only:					
Are your fish purchased from licensed commercial fishers?	Yes		No		If yes, you meet the mandatory requirement. If no, your application will not be accepted.

Plants (non-edible) only:	<i>Up to 2 pts</i>
Describe your business process from start to plants ready for sale:	
Plants / produce (edible) only:	<i>Up to 2 pts</i>
Describe the variety of products you intend to grow and sell.	

If you wish to also sell products that you do not Make, Bake or Grow but are a natural fit in your booth, you will also need to fill out a Retail It application (available from the website or from the Manager) and attach that.

If you have any additional comments that you feel may add merit to your application or if you wish to provide any further explanation of any above question, please use this space:

- I acknowledge that the information provided above is accurate to the best of my knowledge
- I have read & understand the Sample Vending Agreement and I understand that both I and the Board would have to sign the Vending Agreement before I can start vending.
- I have provided a copy of my Business Insurance (or will provide)
- I have filled out and attached the 2019 Thunder Bay Country Market Membership Application form OR
- I am a current 2019 Thunder Bay Country Market Member

Signature of Applicant: _____ **Date:** _____