

# I ♥ the TBay Market

We Make It, Bake It, Grow It

## Market Store Application

Business Details			
<b>Business Name:</b>			
<b>Business Address:</b>			
<b>City:</b>		<b>Postal Code:</b>	
<b>Owner(s) Name:</b>			
<b>Member Name:</b>			
<b>Phone Numbers:</b>	<b>Business Phone:</b>		
	<b>Cell Phone:</b>		<input type="checkbox"/> Texting okay
<b>Email(s):</b>		<input type="checkbox"/> Check if preferred	
		<input type="checkbox"/> Check if preferred	
<b>How can we and our customers find you online?</b>			
Please list your Facebook, Instagram, website and any other online avenues you may have:			
<b>Facebook:</b>	<b>Instagram:</b>		
<b>Website:</b>			
<b>Please describe your business</b>			
This description is not scoreable and 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 Market Store vendor	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Yes = 1 pt, No = 0 pts
I have an established customer base	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Yes = 1 pt, No = 0 pts
My business is registered provincially	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Yes* = 1 pt, No = 0 pts
<i>*If yes, please provide copy of Master Business License or Farm Business Registration</i>			
My business has commercial liability insurance.	Yes	Insurance is a mandatory requirement for all vendors, with \$2,000,000 liability required. You can be accepted conditionally without insurance. However, once approved, you will need to provide a Certificate of Insurance, with Thunder Bay Country Market as an Additional Insured before you can begin.	

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

Some Market Store vendors will fall into more than one category (depending on their items).

Please fill out all of the relevant sections for your product line(s).

Note that our Market Store scoring criteria considers duplication of product from full-time vendors when assessing applications.

Please keep all pages in the application – but if you are not applying under this section, check Not Applicable:

\_\_\_ **Not applying under this section**

<b>Make It – Arts, Crafts or Services</b>			
<b>Definition:</b> An art, craft or service produced locally by the vendor of original medium or design			
<b>TBCM Definition of Local:</b> West of Wawa, ON and east of Manitoba/Ontario border.			
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 / is your business solely responsible for your Art, Craft or Service?	___ Yes	___ No	<i>Yes = 1 pt, No = 0 pts</i>

Please keep all pages in the submitted application – but if you are not applying under this section, check Not Applicable:

       **Not applying under this section**

<b>Bake It and Make It – Food</b>			
<b>Definition:</b> 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.			
<b>TBCM Definition of Local:</b> West of Wawa, ON and east of Manitoba/Ontario border.			
<p><b>Note:</b> The Market Store Agreement does not allow any product with less than 7 days expiry to be sold through the Store, so you will not be able to apply for those items. Therefore, only products with expiry dates of longer than 7 days can apply under this category.</p> <p>Temperature controlled products with extended expiration dates must supply fridge or freezer unit, pending availability of space, and will be charged weekly hydro recovery fees.</p>			
Products you wish to sell in this category.			
Do you meet the above definition of Bake It and Make It – Food for 100% of the products you listed above?	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 by your business?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<i>Yes = 1 pt, No = 0 pts</i>
Is your kitchen inspected by the Thunder Bay District Health Unit? (or relevant District Health Unit)	<input type="checkbox"/> Yes	<input type="checkbox"/> 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 TB District Health Unit Kitchen Inspection Report (or the report from the kitchen you rent to prepare your food)</i>			
In making your product(s) do you shop from Thunder Bay Country Market vendors or from other local farmers?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<i>Yes = 2 pts, No = 0 pts</i>

Please keep all pages in the submitted application – but if you are not applying under this section, check Not Applicable:

\_\_\_\_\_ **Not applying under this section**

<b>Grow It</b>			
<b>Definition:</b> 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.			
<b>TBCM Definition of Local:</b> West of Wawa, ON and east of Manitoba/Ontario border.			
<b>Note:</b> The Market Store Agreement does not allow any product with less than 7 days expiry to be sold through the Store, so you will not be able to apply for those Grow It items. Therefore, only non-edible products can apply under the Grow it category (such as seeds).			
Products you wish to sell in this category.			
Do you meet the above definition of Grow It 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>
Is 100% of your product locally grown or raised?	___ Yes	___ No	<i>Yes = 1 pt, No = 0 pts</i>
Is 100% of your product locally grown or raised <b>by your business</b> ?	___ Yes	___ No	<i>Yes = 1 pt, No = 0 pts</i>
Are you a member of a registered farm organization?	___ Yes	___ No	<i>Yes (indicate which) = 1 pt, No = 0 pts</i> NFU    OFA    CFFO

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 the space below. This section is not scored, but may provide necessary context to the committee for decisions.

**Instructions for submission:**

Application **MUST** be signed – please submit a printed version by hand or scan your signed copy and email to [manager@tbcm.ca](mailto:manager@tbcm.ca)  
Application **MUST** include all pages, even if you are not applying under one of the sections.

- I acknowledge that the information provided above is accurate to the best of my knowledge
- I understand that my completed application will be assessed by the Vending Committee and confirmed by the Board and therefore that applying does not guarantee a place in the Market Store
- I have read & understand the Market Store Agreement and I understand that both I and the Board would have to sign the Agreement before I can start vending.
- 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:** \_\_\_\_\_