



## **Vendor Regulations**

### **Revised** January 31st, 2024

#### **About the Haney Farmers Market**

The Haney Farmers Market is located at 11925 Haney Place in Memorial Peace Park on 224 Street in the heart of Maple Ridge. There is ample parking for both vendors and customers.

For 2024, the Haney Farmers Market season will run every Saturday morning from April 27th to October 26th in Memorial Peace Park from 9 am to 2 pm.

Additional Haney Market Dates:

- Saturday April 20th– Earth Day from 10 am to 2 pm
- TBA - 'Canada Day' from 12 pm to 6 pm (times subject to change)
- TBA – Holiday/Christmas/Winter Market

#### **About the Pitt Meadows Farmers Market**

The Pitt Meadows Farmers Market is located at 11985 Harris Rd in Pitt Meadows Spirit Square by City Hall.

For 2024, the Pitt Meadows Farmers Market season will run every Tuesday afternoon from June 4th to August 27th from 3 pm to 7 pm.

#### **About the Port Coquitlam Farmers Market**

The Port Coquitlam Farmers Market location is located at Terry Fox Hometown Square (Kelly Ave), south of the Port Coquitlam Community Centre at 2150 Wilson Ave. Leigh Square will be undergoing a revitalization project and unavailable for the market this year.

For 2024, the Port Coquitlam Farmers Market season will run every Thursday afternoon from June 6th to September 26th from 3 pm to 7 pm.

Additional Special Events Days : TBA



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## A. General Information

1. **Membership** in the Fraser North Farmers Market Society: Vendors are automatically voting members. Friends of the Market membership is nonvoting.
2. The Fraser North Farmers Market Society (FNFMS) shall make regulations for the operation of the Haney Farmers Market (HFM), the Pitt Meadows Farmers Market (PMFM), and the Port Coquitlam Farmers Market (PCFM) and shall amend, add or delete such regulations at their sole discretion.
3. The Executive Director shall represent the FNFMS in all matters relating to the operation of HFM, PMFM, and PCFM. Additionally a Market Manager shall represent the FNFMS in all matters relating to the day to day operations of each of the Farmers Markets.
4. The FNFMS reserves the right to limit or prohibit the sale or distribution of any commodity, literature, material or article deemed not to be within the guiding principles of the FNFMS.
5. We are striving to be a green market. FNFMS encourages the use of recyclable, earth-friendly take out containers. If your food products create waste that is not recyclable (i.e. foil, soft plastics), you must provide a waste bin at your stall. No Styrofoam please. We encourage you to offer incentives for people to bring their own mugs/containers. Balloons are not to be sold or used as giveaway items.
6. We believe in supporting Buy Local and BC products. *Applicants promoting BC products will be given priority.* All our farmers, food producers, wine, spirits and beer vendors are required to have only BC *grown, raised or manufactured* products for sale. Other vendors selling ready to eat foods, baking, preserves, dry mixed baking packages, dried teas, herbs, spices, coffees, must show the percentage of local BC products used in their items. Body Care soaps/lotions and Aroma Therapy oils, must show a percentage use of local BC ingredients itemizing separately those items grown by the vendor incorporated in their product.
7. Vendors shall not have exclusivity on any product(s). FNFMS works with vendors to provide a quality marketplace with variety and diversity.
8. The FNFMS is not responsible for lost, stolen, damaged articles or money.
9. There is no smoking of any kind within the confines of any of our farmers' markets.



10. Animals must be leashed at all times, restricted to the vendor's own space and pose no threat to the public. Water, shade and a reasonable protection from any harassment should be provided for any animal brought to the market by a vendor. Please keep your dog from barking.

11. As part of our marketing strategy, the Markets work toward making market days a celebration with special events arranged to encourage visitors. Your participation in these events will strengthen the collective marketing strategy.

12. Any failure to comply with the vendor regulations may result in removal from the market and/or suspension of membership in FNFMS.

## **B. Application, Insurance, Jury process and Approval**

Highest priority will be given to farmers, growers, ranchers, fishers, food producers and makers of prepared foods. Other returning vendors will be given consideration by proven professional conduct, previous attendance record and support of local and BC products. We work with each vendor to best accommodate dates and space.

1. **Application:** Please be sure to complete the entire application. A \$25 application fee will be collected at the time of submitting your application. Incomplete applications or applications without an application fee payment will not be considered. If you are approved as a vendor, this application fee will be credited towards your \$25.00 vendor membership fee.

Each year prospective vendors will submit an application form which will include:

- All documentation required for their category, i.e. Health approval, Food Safe or Market Safe, insurance certification, etc.
- A detailed itemized list of all items intended for sale.
- Farmers, growers, ranchers, fishers, foragers are requested to fill out a Declaration of Farming Practices each year and list all products which will be offered for sale at our markets.

2. **Insurance:** ALL VENDORS must have two million dollars liability insurance to cover their tent and contents. Please have the City of Maple Ridge, the City of Pitt Meadows, the City of Port Coquitlam and the Fraser North Farmers Market Society added as additional insured. Prepared food, concessions and ready to eat vendors should include food poisoning coverage. Massage Therapists please include a copy of License to Practice. FNFMS requires a certificate of insurance at least 72 hours BEFORE attendance



at the market or you will not be allowed to attend. It is the vendor's responsibility to ensure they have proper coverage.

Suggested insurers (in no particular order):

BCAFM Vendor Insurance Program: <https://bcfarmersmarket.org/for-markets-vendors/insurance/>

Note, vendors selling bars

of soap (as a single product or as one of multiple products) are not eligible for the BCAFM Vendor Insurance Program.

DUUO Vendor Insurance: <https://duuo.ca/vendor-insurance/> offers single-day policies for farmers' market vendors.

Whistler Insurance Shop: <https://offices.insurebc.ca/whistler/whistler-insurance/> offers commercial insurance.

**3. New Vendors - Jury:** Items will be judged based on originality, design, workmanship, sale ability and balance. Only vendors in the prepared food, food service, concession and craft categories will be juried. Once your application and documents have been received, you will be contacted with a jury date.

**\*\* Only those items approved by the jury may be sold at the market \*\***

New items may not be introduced without approval and further jurying by the Committee

- a) All vendors selling processed or value-added food items must provide a current copy of a license/letter of approval from Provincial health authorities and a Food Safe certificate. Note on the application ingredients used of BC origin. A random sampling of prepared food items will be juried. All ingredients must be listed on the product label.
- b) Vendors with creams and lotions must provide product that can be opened and tested. Note on the application ingredients used of BC origin. All ingredients must be listed on the product label. All products must be approved by Health Canada. We require the submission number showing the cosmetic documentation was filed.
- c) Wine, Spirits and Beer vendors must first apply to the BC Liquor Control and Licensing Branch re Policy Directive No 14-11 for permission. A copy of this authorization must accompany their application. All alcohol must be of BC origin and bottled in BC.



- d) Crafters note that all crafts must be hand made by the applicant. Crafts items considered will have been created, sewn, constructed or otherwise fashioned from materials that have been significantly altered in some way that makes the item unique. No kit crafts, imported crafts or item crafted by someone other than the applicant will be accepted. Note on the application materials used of BC origin. Artists may sell reproductions of their own original creation.
- e) Food Service Vendors includes food trucks (FSV) and Temporary Food Concessions. (TFP)
  - i. All FSVs must have a current Mobile Food Service Vendor Permit and Temporary Food Concessions must have a copy of their 14 day permit that authorizes selling at farmers markets. A copy of the permit must be submitted with your application.
  - ii. FSV must carry a minimum of \$2 million liability insurance. City of Maple Ridge, City of Pitt Meadows, City of Port Coquitlam and Fraser North Farmers Market Society must be included as additional insured. Submit proof of insurance prior to your first market date.
  - iii. FSV vending at the Pitt Meadows Farmers Market will be asked to provide and display a copy of a City of Pitt Meadows Business License.
  - iv. FSVs must provide their own power.
  - v. Product uniqueness, use of local food ingredients are encouraged and supported by FNFMS, HFM, PMFM, and PCFM.
  - vi. We encourage advertising of the use of local food ingredients whenever possible, particularly cross marketing with our farmer vendors. Clearly display on menus ingredients and prices for all items offered for sale.
  - vii. We encourage FSVs / TFPs to provide alternatives for those with dietary restrictions (i.e. Gluten free, vegetarian, vegan). We also encourage those FSVs participating in the morning market to provide a breakfast option.
  - viii. FSVs and TFPs may provide drink options to complement their menu when no other drink vendors are at a market. Drinks must be made by the vendor and not pre-packaged.
  - ix. FSV and TFP must have an appropriate, inspected, functional fire safety system in their space at all times. Failure to meet this standard will result in being asked to pack up for the day. FSV vendors will not be allowed to return without first providing proof of a working fire suppression system. Market Manager will check regularly.



4. **Approval:** Once you have been accepted as a vendor you will receive a letter stating the dates for which you have been approved. Payment of a minimum of the first market is required within 15 days of receipt of this acceptance letter to our markets.
5. FNFMS reserves the right to visit the farm/production location of any vendor in order to verify the methods and raw materials used in products offered for sale.
6. The decision of the Jury, Market Management and Board of FNFMS is final.

### C. Sale of Goods

1. All vendors must live and produce their product within the province of British Columbia.
2. **No resale of products is permitted.**
2. All products must be made, baked, grown, harvested, raised, caught or wild harvested by the vendor or an approved designate. However, to assist other food producers who may be unable to attend the market on a regular basis, a vendor may act as an agent for the food producer provided that:
  - a) The original food producer meets the residence, health and local production requirements.
  - b) The original food producer purchases a vendor membership to FNFMS.
  - c) The product is in the approved farm or prepared food category only.
  - d) The product is not more than 20% of the total of the vendor/agent's items offered for sale.
  - e) The vendor/agent has full and complete knowledge of the product and its production.
  - f) Any item not grown/raised by YOU, must show the name of the grower/rancher. A sign should be posted clearly identifying the name of the food producer and the source of the product being sold. As well, the food producer's health approvals will be submitted if required for the sale of that product (i.e. meat, poultry, fish or shell eggs).
  - g) If a product from a farm, other than the vendor's, is being sold as organic, the certification from the farm of origin must be displayed at all times.
  - h) **As per our Board all products will be approved on a case by case basis and ONLY if there is a gap in the market. Vendors may NOT accept products from any**



**other sources to sell if there is already a vendor selling the same or similar product which they have made, baked or grown themselves.**

3. All vendors selling prepared foods, meat, poultry, fish and shell eggs are required to have Food Safe Level 1 certification and written approval from Fraser Health. These documents must be available at all markets attended and copies in the FNFMS files. *See attached health guidelines in Appendix B.*
4. Vendors of organic products must have their original certification clearly displayed at their booth. The word 'organic' may not be used in advertising unless certification is provided.
5. Where product is sold by weight, scales must be certified 'legal for trade' or product must be pre packaged.
6. All items for sale must be clearly priced or on a price list posted at the individual booth.
7. Health authorities state that boxes and cartons must be kept at least 6" off the grass or other ground surface to prevent contamination. Placed on a tarp or ground sheet is acceptable. As our markets are dog friendly, it is the vendor's responsibility to keep their product out of the dog's reach.
8. Vendors are not permitted to 'hawk' their products or harass customers and other vendors in any way.
9. Prices of products must remain consistent throughout the day. Vendors are encouraged to price competitively and be reflective of its unique value. No 'dumping' of produce is permitted.
10. FNFMS tracks sales to prepare for grant applications and for the purpose of analyzing and communicating market sales. Therefore, at the close of each market, vendors will be asked to estimate their total sales, complete an anonymous form under their category and hand in to the market manager.



## D. Cost and Payment

All Vendors, with the exception of non-profit community groups, are required to be members of the FNFMS by purchasing a current year membership for \$25 which covers their activities at **all three markets**: the Haney Farmers Market, the Pitt Meadows Farmers Market, and the Port Coquitlam Farmers Market. This fee will be collected when you submit the application.

1. The non refundable stall fee per regular market day in 2024 is \$45.00+GST, if paid prior to 72 hours before market day, and \$50+GST if less than 72 hours prior to, or day of market (\$22.50+GST for youth vendors).
2. The non refundable stall fee per regular market day for adding an additional stall in 2023 is \$30+GST.
3. Special event markets may require different stall fees.

### **Cancellations:**

2. We are a rain or shine market, inclement weather is not accepted as a reason for cancelling. If you need to cancel, please provide 72 hours' notice of cancellation. Prepaid fee of day missed will be paid forward to your next market date if 72 hours' notice is provided. Membership fees are not refunded under any circumstances. See E item 2.

## E. Attendance, stalls, weights, signage, electrical, and parking

1. **Attendance:** Vendors should arrive no less than 45 minutes and no more than 2 hours prior to the opening of the market. Market Manager is reachable by cell phone in case of an unforeseen delay.

a. Vendors are required to give 72 hours notice if they will miss a market. Prepaid fee of day missed will be paid forward to your next market date. Two cancellations without notice ('no-shows') can mean a forfeiture of future market dates. Membership fees are not refunded under any circumstances.

2. **Stalls:** Prepaid stalls will be guaranteed up to 15 minutes prior to the market opening.

After this time, vacant spaces will be allocated on a first come, first served basis to other parties. *Call if you are delayed!* Stall assignment is based on available space. Vendor's tents must not exceed the space provided of 10x10. Weather protection and display materials are the sole responsibility of the vendor. Tents and awnings must be well-maintained and securely anchored.



- a) Set-up must be completed at least 15 minutes before the market begins. Take-down may **not** commence before the close of market or at the discretion of the Market Manager. Unloading time limit of 10 minutes. **Vendors who arrive late, have not completed setup before the market begins, pack up, or leave before the close of the market may be subject to a \$20 fine at the discretion of the Market Manager.**
- b) Management reserves the right to allot space and make changes when necessary to adjust the flow of traffic or customer lineups.
- c) Sales are not permitted before the market opens, or after the market closes, in order to discourage customers from attending outside of market hours and ensuring their safety. **Vendors who make sales outside of market hours at the market location may be subject to a \$20 fine at the discretion of the Market Manager.**

3. **Weights are mandatory.** Because of the underground watering systems, all anchors must be above ground such as poles tied to a large stone or sand/water filled milk jugs; weights **at least 20 lb** per tent leg. **NO SPIKES. Vendors who do not have tent weights may be subject to a \$20 fine at the discretion of the Market Manager.**

a. Please note: for HFM, due to wet ground conditions in Memorial Peace Park, suitable ground cover is required to protect your feet and the grass. It is your responsibility to protect yourself and your customers in your tent area.

4. **Signage:** Vendors must display a sign identifying their business name. The banner sign must not exceed nine feet (9') in length. A-frame signage may not be placed outside the area of the vendor's space. The sign must be clearly visible and legible and of a reasonable size. Signs should meet market standards. Vendors are encouraged to provide business cards for their customers.

5. **Electrical:** Electricity requirements for appliances must be pre-approved. **NO ELECTRIC HEATERS, propane only.** All electric cords must be at least a 50' – 12 gauge 3 prong outdoor type.

6. **Parking:** All vehicles must be removed from the market site at least 30 minutes before the market opens and are not to be returned to the loading zones until the vendor is packed up and ready to load. There is ample parking in the underground parking lot in Maple Ridge (one hour free, \$4.00/day), around Spirit Square in Pitt Meadows, and at the Recreation Centre in Port Coquitlam.

7. Vendors are responsible for the care and clean-up of their stall area.

a. All trash must be removed and taken home at the end of the day.



b. Vendor's use of the host garbage containers is not permitted. Please provide garbage, recycling, and/or green waste containers for use by your customers if providing samples or products that include disposables.

c. Grey water disposal. Contact Market Manager who will accompany you to the spot.

## F. Conduct at the Market:

It is the policy of the FNFMS not to disclose the name of the complainant or challenger.

1. **Conduct:** The Markets are a place of business and a public forum. Polite professional behavior as well as honest business practices is expected. Calling out (hawking) items for sale or other aggressive behavior is not permitted.

2. **Conflict** – vendors experiencing any difficulty with customers, health officials, market volunteers or another vendor should refer the matter promptly to the Market Manager.

3. **Complaints, by a vendor or a customer**, about vendors, their products, pricing issues or the operation of the market are to be given, *in writing*, to the Market Manager. Public airing of these concerns at the market is not permitted.

*Complaint forms are available from the Market Manager.*

a. If any disciplinary action needs to be taken, the process will be:

i. First offence: Verbal warning

ii. Second offence: Written warning

iii. Third offence: Expulsion from the market for that day, documented in writing for the Board via the Market Manager's weekly report.

iv. Final offence: Expulsion from the market for the remainder of the season, documented in writing for the Board via the Executive Director's monthly report.

4. **Challenges** may be made for suspected misrepresentation of product by a vendor. A *challenge must be submitted in writing along with a \$25 fee before any action will be taken*. Physical and/or verbal evidence must be supplied along with names of witnesses. This challenge must be made on the day, or within two days, that the violation is observed. The vendor of the challenged product will receive a written notice from the Board and will be asked to respond, in writing, by the next market day. A committee comprising the Executive Director, Market Manager, Vendor Representative and two members of the Board of Directors will be responsible for ruling on the challenge in a



timely manner. Challenge forms are available from the Market Manager or Vendor Representative.

5. If the ruling is negative to the vendor the vendor may appeal. Appeals must be made in writing and include a clear and specific description of the complaint challenge and sent to the Executive Director, Market Manager and the Board of Directors as well as all persons involved in the matter.

A mediator could be appointed if the matter cannot be resolved in a timely manner.

6. Harassment of any kind will not be tolerated. FNFMS is committed to providing and maintaining a collegial working environment that is free from harassment where all individuals are treated with respect and dignity. Every shopper, employee, volunteer and vendor has the fundamental right to work, shop and sell in an environment free of harassment, therefore, it is expected that all contact between co-workers, the public, and others be respectful, professional and courteous at all times. These policies apply at any time and at any location where FNFMS business is carried out, work related functions, and includes any other location where such behavior may have an impact on the work relationship, environment or performance.

## **G. Community Development**

### **Non Profits:**

**1. All non-profit applications require prior Board /Selection Committee approval.**

Community groups are encouraged to purchase a \$25 Vendor Membership to support the FNFMS; however, this is optional.

**2. A non-profit education or community group** may set up an information-only display at the market and may sell/fundraise on a regular market day at no charge *for a maximum of four market days per season* at the discretion of the Market Manager and the FNFMS Board. Exceptions to this limit may be made with the approval of the FNFMS Board. Product sales for fundraising are subject to the same restrictions as any other vendor at the market (see Section C), including prior approval by the Market Manager.

3. FNFMS reserves the right to limit the number of non-profit groups permitted to attend on any given market day.

4. If a Non-Profit group would like additional market dates a fee of \$45+GST may be charged for each additional market date.



5. Groups promoting one political party or religious perspective are not considered education/community groups.

**Youth Vendor:**

Youth Vendors (15 years of age or younger) are subject to approval and any date requested will be subject to availability. The FNFMS limits the number of youth vendors in attendance at the market. The cost of booth space for a Youth Vendor is \$22.50+GST per market date. A tent may be provided subject to availability. A youth who has benefited from the discounted rate in one market season must apply as a regular vendor in subsequent market seasons, even if they still qualify based on their age.

A youth who is applying to the market must provide a statement of support from a parent or guardian who agrees to be in attendance at the market to supervise the youth.

**Services such as massage therapy** will be accepted if there is space available, dates being rotated to give our customers access to a variety of practitioners. Persons who provide services that physically manipulate the body must provide a copy of License to Practice to the Market Manager with their application showing the City of Maple Ridge, the City of Pitt Meadows, the City of Port Coquitlam and Fraser North Farmers Market Society as additional insured.



## Appendix A: APPROVED METHODS OF PAYMENT

**Note that there are no refunds during the market season.** For any cancellations of a prepaid date a credit will be applied towards a future date. At the end of the market season, credit balances over \$100 will be refunded and smaller amounts will be carried over to the next market season.

FNFMS is required to collect GST which is included in the stall fees.

### 1. Preferred payment method:

Upon receipt of the acceptance correspondence, pay online using credit card or e transfer ([fees@farmersandmore.org](mailto:fees@farmersandmore.org)) either for the season in full or at least 72 hours prior to each market date. Regular market dates are \$45+GST per market day. Special event markets may require different stall fees.

### 2. Second preferred payment method:

Post dated cheque(s) presented to the Market Manager in advance of the beginning of each month/quarter for \$45+GST per regular market date.

3. Vendors who do not pay in advance or provide post-dated cheques will pay \$50+GST per market day.

4. Vendors choosing to pay their season in advance will receive a detailed personalized vendor profile, promoted on our social media, newsletter, and website, throughout the season.



## Appendix B: HEALTH AND SAFETY

### Prepared Food, Meat, Poultry, Fish and Eggs:

It is the responsibility of the vendor to know and adhere to the Health and Safety Guidelines for Farmers Markets available through the Fraser Health Authority. The FNFMS requires a copy of Level 1 Foodsafe certificate for all prepared food, meat, poultry, fish and shell egg vendors. Foods in the low risk category can be approved by the Market Managers, please submit your product for jurying. Foods in the higher risk category must be approved by Fraser Health, please submit your application to the EHO of your area or as noted below.

**ALL higher risk prepared food, meat, poultry, fish and shell egg vendors** must complete an 'Application – Sale of Higher Risk Food at Temporary Food Markets' and submit it to the local health authority for approval. *A copy of this approval must accompany your application form, however, a copy of previous approval letters from Fraser Health are acceptable to FNFMS as long as the products listed remain the same.*

All vendors of prepared foods must display a sign indicating that the food has not been prepared in a kitchen inspected by the Health Authority. A further sign reading "some foods many contain nuts" will protect you and alert the public.

All food items must be protected from contamination while at the market. This may include pre-wrapping the items or providing a screen or sneeze guard which covers the items on display. Including having **all boxes at least 6" above the ground or on a ground sheet or tarp.**

The FNFMS encourages the offering of samples to visitors. Samples intended for tasting at the market could be individually portioned and wrapped at home or handled with tongs with moist tissues available for use by the vendor and the recipient.

If you are spooning sample foods onto crackers, please wear disposable gloves. No skin to food contact. Please provide a waste basket for used toothpicks, etc.

A satisfactory means of cleaning hands and utensils (when used by a vendor) must be provided as per the Health Authority guidelines and as follows:

a. the use of hand wipes is satisfactory where only prepackaged food or whole fresh fruits and vegetables are sold.

b. if samples/product tasting is undertaken, running water, soap in a dispenser and single use paper towels must be provided. A 22.7 liter (5 gal) plastic water jug with



spigot and a suitable waste holding receptacle is generally acceptable as the water source. A hand-washing station must be provided by each food vendor. Vendors operating side by side may share a washing station

c. Concession vendors must comply with Fraser Health Authority guidelines and provide their own pressurized hot/cold wash station.

Shell eggs offered for sale must be sound and clean. Cartons must bear the name of the farm/producer and the date packaged. Eggs must be kept at a temperature below 4C.

Vendors of raw meat, poultry and fish must be familiar and have complied with Fraser Health guidelines for the "Sale of Raw Foods of Animal Origin at Temporary Food Markets" as outlined in Appendix iii of their guidelines dated June 2016.

Vendors who use cooking equipment must provide their own appropriate, inspected and operational fire suppression equipment.

## **CHILDREN AT THE MARKET**

### **Vendor Children:**

Defined as children of vendors or children brought to the market by vendors who are responsible for their well being.

### **Market Children:**

Defined as children of customers or the general public.

When it may be inappropriate for vendor children to actively participate in the Market they must remain within the confines of the vendor parent booth and be supervised at all times.

Where vendor children are identified as a hindrance to the business of the market the vendor will be required to arrange for their children to be removed. Hindrance defined as activities that jeopardize the business of vendors and customers conducting business. A decision made by the Market Manager on this issue will be considered final.

The Children's Coordinator and the activities at the Children's Tent are not designed for the purpose of entertaining, babysitting or minding vendor children.

**The market has a Missing Child Alert Procedure.**



Please be alert for any activity or persons that appear to be involving children against their will. Should anyone come to you and advise that their child is missing please advise the following people as well as reporting concerns to the Market Information Tent. Market Manager, Education Coordinator or any of the market volunteers. They will then proceed with the Missing Child Alert Procedure.



## GLOSSARY

**Executive Director:** Responsible for overseeing all the markets throughout the season.

**Market Manager:** Responsible for the individual market day's activities.

**Assistant Manager:** Responsible for the market infrastructure and vendor well-being.

**Education Coordinator:** Responsible for children's programming.

**Vendor:** One who has made, baked, grown, raised, caught or wild harvested products of BC origin which have been approved to be sold at the weekly market.

**Products and use of local ingredients:** Farm products include those which are grown, harvested, raised, fished, foraged 100% in BC. Processed items include ready to eat foods, preserves, baking, dry mixed baking supplies, dried teas, coffees, herbs, and spices and must show the percentage of local BC products used in their items. Wine, Beer and Spirits: ingredients must be of BC origin and preparing, packaging done in BC. Body care creams, lotions, soaps and Aroma Therapy oils must show a percentage use of local BC ingredients itemizing separately those items grown by the vendor for use in their products. Craft/Artisans: the producer has taken basic components and combined them with skill to create a whole new material, substance or unique finished item. An artist may sell reproductions of their own original creation.

**Youth:** 15 years of age or younger

**Food Service:** Self contained mobile food truck.

**Concession:** Temporary food premise, with a 14 day license.

**Agent:** *Restricted to produce and prepared food vendors only:* Approved Vendor who sells on behalf of another producer. Product is limited to 20% of total goods. Documentation must be displayed.

**Community Table:** A 10x10 space set aside for nonprofit education and community groups to use to inform the public of their activities.