



**Sheridan
Nurseries**



SHERIDAN NURSERIES FALL MARKET 2021

This document outlines the Rules and COVID-19 Safety Measures for the 2021 Sheridan Nurseries Fall Market. Our goal is to promote local businesses and encourage community engagement while maintaining a safe environment for everyone. Our garden centres will host local farmers, artisans and other vendors to sell and promote their goods.

LOCATIONS, DATES, TIMES

The 2021 Sheridan Nurseries Fall Market will run on Saturdays for four weeks*, beginning Saturday, September 18th until Saturday, October 9th from 10:00am until 3:00pm.

Vendors must arrive at 9:00am to set up and must be packed up and gone by 4:30pm.

*Market participants must commit to all four Market days at a single location.

APPLICATION AND SELECTION PROCESS

Vendors must have an application form on file with the Sheridan Nurseries Fall Market in order to be considered for space rental. All products being sold at the Market must comply with applicable Provincial and Federal regulations relating to measuring, safety, labelling etc. Vendors are responsible for complying with these regulations. Live animals cannot be sold or given away at the Market. Participation in the Sheridan Nurseries Fall Market is determined by the Sheridan Market Selection Committee (SMSC) and reserves the right to accept or deny any application.

Applications must be downloaded, filled out and returned on our website:

<https://sheridannurseries.com/events/sheridan-fall-market/>

ADMINISTRATION, BOOTH AND ELECTRICAL FEE

All vendors must pay a one-time administration fee of \$20.00 and a booth/space fee of \$220.00 (\$55 per Saturday x 4 Saturdays). If electricity is required, an electricity fee of \$80.00 (\$20.00 per Saturday x 4 Saturdays) will be required*.

*Payment is not required until your vendor application has been approved. Once your application

has been approved, you will receive a link to pay online for the Sheridan Nurseries 2021 Fall Market. **VENDOR RESPONSIBILITIES**

Vendors must comply with the Rules and COVID-19 Safety Measures set out in this document. Failure to do so may be grounds for termination of the Vendor Agreement and membership.

Booth Set-Up

- Place your booth as close to the wall behind you as possible, allowing for maximum walkway and line space in front of your booth.
- Ensure your booth remains 6 feet (2 metres) away from the booth next to you.
- Ensure there is ample space for lines to form in front of your booth, with customers keeping a 6-foot (2 metre) distance from each other.
- Have hand sanitizer available for both your customers and you.

Customer Interactions

- Masks must be worn by all vendors, customers and Sheridan Nurseries staff.
- Sanitize your hands after every customer interaction.
- Keep a 6-foot distance from customers at all stages of making a sale.
- Cleaning and sanitization frequency must be increased, especially for high touch areas, such as railings, counter tops and registers. Cleaning is to be done with approved cleaning and disinfecting products as specified by Public Health.

Punctuality

- Vendors may enter the Sheridan Nurseries Fall Market site at 9:00 a.m. and no later than 9:15 am on market day to begin set up. Vendors will be open for business at 10:00 a.m. and must notify the Sheridan Market Selection Committee (SMSC) immediately if they will not attend that week. Vendors must keep their booth open for the full Market day.
- Vendors are responsible for packing and ensuring their stalls are left clean by 4:30 pm
- If a vendor is absent for their market day(s), SMSC can terminate the vendor's approval to attend further. If a vendor approval is terminated, payment will not be refunded for any missed days.
- Vendors must have their business and contact information clearly visible.

Product Selection and Certifications

- Vendors must aim to bring enough product to last the entire Market day. Exceptions may be made in certain situations.
- The Sheridan Fall Market Vendor application form must have a corresponding list of products intended to be sold throughout the entire duration of the Market. Vendors selling food products at the Market must declare this on their application and receive approval from Sheridan and the designated city, with a completed Food Vendor Application.
- Vendors are responsible for obtaining all necessary licenses, permits, inspections and

certificates for the sale of their products.

Vendor Conduct

- Any person or vendor will be removed from the Sheridan Fall Market if their behaviour is deemed threatening or inappropriate. Examples of prohibited actions include harassment - offensive, belittling or threatening behaviour that is unsolicited, abusive and offensive behaviour, aggression, violence and not adhering to COVID-19 safety precautions.
- It is at the discretion of the SMSC if person/vendor violates this policy at which time the SMSC has the right to revoke the individual's right to attend the Sheridan Fall Market. The SMSC is not liable for any damages, whether direct or consequential, resulting from the revocation of vendor approval.
- Alcoholic beverages are not permitted on the Market site. Vendors are kindly asked not to smoke while at the Sheridan Fall Market.
- Under no circumstances will the Sheridan Fall Market permit the subletting of booth space without the explicit written consent of the SMSC.

Insurance

Insurance coverage is the responsibility of the vendor. Vendors must provide proof of a minimum \$2 Million liability insurance. Sheridan Nurseries bears no responsibility for any vendor property at the Market. All market vendors must report any incidents or accidents at the Market to SMSC on the day the incident occurred.

AMENDMENTS TO THIS DOCUMENT

This document may be amended at any time at the discretion of the SMSC. If the Market shuts down for any reason including but not limited to weather, facility or regulatory issues made by the designated city's Health Department, Sheridan will not be held responsible for any damages, as a result of the revocation of vendor approval or termination of the Market.