

## SCCA FRIDAY MARKET GENERAL POLICY – 2012

1. Market Vendors must read the Friday Market Policy document prior to filling out an application form. The application must be approved by the Market Manager prior to a Vendor having a table assigned.
2. All market vendors must be members of the SCCA. Fee is set by the SCCA. April 1st is the start of the market fiscal year.
3. All market vendors must reapply to the market each year and join the SCCA.
4. Market vendors are asked to assist with clean up at the end of the market day.
5. Market vendors must be at their assigned table by 11:30 or risk losing a table.
6. Vendors will **not** sell to the public until the official opening time. Doors remain closed to the public until 12 p.m.
7. Vendors selling smoked, frozen or canned seafood must provide proof that the product is commercially processed and/or inspected and certified.
8. Vendors selling fin fish must provide a copy of the Ministry of Agriculture Food and Fisheries Vending License, Cortes Island, and must have a valid commercial license. Products must be commercially processed.
9. PRIOR TO SELLING FOOD, vendors must provide a copy of their Food Safe Certificate. Food vendors must comply with all Vancouver Island Health Authority requirements.
10. No plate service of any food or beverage is allowed for sale.
11. No juice may be sold unless commercially processed and sealed.
12. Food products whose principal ingredients are not sourced from Cortes Island may in some circumstances be sold in the market, if they are not in conflict with another market vendor (e.g. dried fruits, nut, juices, coffee, tea, canned albacore, and produce not in season.)
13. Baked good must be made from primary ingredients, not commercial mixes. Ingredients shall be identified by signage or labeling.
14. Farm produce and food products must be clean and of good quality.
15. Vendors conducting a storefront retail operation other than farm gate or home business are not eligible to sell at the market.
16. People offering services are eligible.
17. Selling or offering of livestock or domestic pets is not permitted.
18. The **No-Dog** policy of the SCCA also applies to vendors at the Friday market.
19. Children with vendors must be supervised at all times, and should not be running through the hallways and within the building.
20. No music or busking during market hours without the express permission of the Market Manager.
21. Vendors shall not use the mail delivery lane for off-loading.
22. Vendors shall not use the hall parking lot.
23. Vendors must pack up promptly at 3:00 p.m. Vendors are responsible for putting away their table and chairs in the correct specified areas. The loading area must be cleared as quickly as possible to allow all vendors reasonable access.
24. Vendors who have suggestions for improvement or change can submit their suggestions in writing to the Market Manager.
25. Vendors are invited to form a Market Committee to make recommendations to the SCCA Board of Directors for changes, additions or removal of products from the Market.
26. All decisions of the Market Manger on market day are final. All concerns and appeals made to the Market Committee will be forwarded to the SCCA Board of Directors.
27. There is no vending on SCCA property without SCCA approval. Approval on market days has been delegated to the Market Manager.