

# 2020 UBC Farm Saturday Farmers' Markets Farm Friend Policy

This policy allows primary producers the option to sell products on behalf of another primary producer, provided both businesses apply to the market and agree to the terms outlined below.

As a member of the BC Association of Farmers' Market, the UBC Farm Saturday Farmers' Market must remain:

“comprised exclusively (100%) of vendors who grow, make, bake, raise or wild harvest the products they sell, all of which products must be grown or processed in British Columbia, and which prioritize primary producers/farmers and food” – [Key Bylaw 1.1 \(i\)](#)

Acknowledging:

1. the many barriers primary producer vendors face to accessing and attending farmers' markets, and
2. the diversity of products shoppers are looking for at market when making choices about where to shop,

this policy is intended to support the BCAFM bylaw of prioritizing and including BC primary producers by providing an alternate channel for them to access our market.

## TERMINOLOGY

**Primary producer** includes any vendor within the following categories:

- Farms - Producers growing vegetables, herbs, mushrooms, fruit, eggs, honey
- Organic Farms: Organic producers growing vegetables, herbs, mushrooms, fruit, eggs, honey
- Meat – Ranchers, producers of beef, poultry, pork, etc.
- Dairy – Producers of cheese, milk and other dairy
- Seafood – Producers of seafood, wild catch, and shellfish culture
- Nursery - Producers growing flowers, potted plants, trees
- Wild Harvest – Foragers of wild harvested mushrooms, seaweed, etc.

**Primary vendor** refers to a primary producer vendor who must sell products of their own but may also sell products on behalf of another primary producer at the UBC Farm Saturday Farmers' Market.

**Secondary vendor** refers to a primary producer vendor who must apply to the UBC Farm Saturday Farmers' Market but who will send their products to market with a primary vendor to sell on their behalf.

**POLICY TERMS**

All vendors participating in the Farm Friend policy must agree and adhere to the following guidelines:

1. Both primary and secondary vendors must apply to the UBC Farm Saturday Farmers' Market online [here](#)
  - a. Both vendors must provide up-to-date business information and product listings in their Manage My Market profile
  - b. Vendors must select the option "Farm Friend Application" in their application; by checking that box, you are agreeing to this policy
2. Both vendors must pay the annual application fee
3. Primary vendors may display and sell approved products on behalf of secondary vendors within their existing market stall
4. Both primary and secondary vendors must adhere to all Vendor Guidelines [see online application], with the exception of some fees (see #7 below)
5. Secondary vendor products must be clearly labeled at the primary vendors' stall, including:
  - a. a visible and weatherproof sign stating the secondary vendor's business name and location
  - b. clear pricing for all products
  - c. prices must either be affixed to individual items or may be listed on a large sign or board
  - d. prepared foods for home use or to eat on site must have their ingredients clearly attached or displayed
  - e. only certified products may be labeled as "organic"
6. A single vendor report must be submitted at the end of each market day that includes gross sales for both the primary and secondary vendor combined
7. Primary vendors will incur any market fees aside from the annual application fee (this includes: weekly stall fees, tent and table rental fees, late fees, and cancellation fees) and it is up to primary and secondary vendors to settle or share those fees after the fact, if they wish to do so
8. Only products that have been listed and approved through both vendors' Manage My Market application can be sold at the market; to add any new products, consult with the market manager

*Please discuss any concerns you have with these terms with the market manager: [ubcfarm.market@ubc.ca](mailto:ubcfarm.market@ubc.ca). Your signature below is your agreement to follow this policy. Repeated violation may result in termination of your sales at the market.*

**Participating business name:** \_\_\_\_\_

**Contact person's name:** \_\_\_\_\_

**What market vendor will be selling products on your behalf?** \_\_\_\_\_

**Please list all products this vendor will be selling on your behalf:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_