

Questions and Answers about the Markets at Bearspaw Lifestyle Centre

1. Is this insurance a new thing?

No, this has always been in our rules which have been on the website under markets.

2. Do you know insurance companies which offer vendor insurance?

I have reached out to Duuo Insurance and the contact is Devon Campbell: devon@duuo.ca. They will be adding our events to their insurance platform and you will receive a discount. I have also reached out to Western Financial Group, Western Express Business: ABFarmers.Market@westerfg.ca or you may call 1-866-245-2780 to find out information. I am awaiting that information. You may also get insurance through Alberta Farmers Market Association. If you decide to go that route, please remember we are a **Public Market**. Insurance through them has a few stipulations, 1. You must attend a certain number of Approved Farmers Markets, 2. You are limited to how many public markets you may attend in a year.

You may also reach out to your insurance provider as they may have a bundle package that will help you save more.

Youth entrepreneurs please make sure you let them know your age as there may be a discount for you as well.

Here are some links for you to investigate:

<https://duuo.ca/vendor-insurance/farmers-market/>

<https://westernfinancialgroup.ca/Do-I-need-farmers-market-insurance>

<https://www.zensurance.com/vendor-insurance>

3. How do I take payment at market?

I have had many new vendors asking how they should take payment. I recommend Square as it is reasonably priced and offers credit and debit. You can also keep track of your inventory, it has reports so you can see what is selling best for you at different markets. Plus, many vendors use square and can help you with questions. I also say to have a choice for e-transfer and of course always accept cash. Make sure you bring a float with you.

4. Why do I need an AHS mobile permit number?

We are a public market. If you sell any food items at all you need a Mobile Permit # from AHS. I get many emails saying my product is low risk, so I don't need one. This is incorrect. You do not need one if you are at an Approved Farmers Market, but a Public Market must adhere to different rules with AHS.

We offer a solution for companies that need to get one but renting out our commercial kitchen at a low rate for our vendors.

I am attaching a link to AHS's PDF on this information:

<https://www.albertahealthservices.ca/assets/wf/eph/wf-eh-mobile-food-vending-units.pdf>

If you have questions our Health Inspector is: Anna Yeung and her email is: Anna.Yeung@albertahealthservices.ca

5. Why do I need to fill out the Special Event Forms if my product is considered low risk?

As previously mentioned, we are a public market, this is what AHS requires.

Here is the link for the special event forms for food vendors:

<https://www.albertahealthservices.ca/assets/wf/eph/wf-eh-special-events-temporary-food-establishment-vendor-package.pdf>

This link will provide you with pertinent information.

6. What is the difference between a Farmers Market and a Public (Artisan) Market?

Alberta Farmers Markets are, regulated by the Alberta Agriculture. Public Markets (Artisan Markets) by AHS's and AGLC if liquor is sold.

We have different rules and regulations to follow. For example: Alberta Farmers Markets have an 80\20 rule. Meaning 80 percent (80%) of the vendors meet the "make it, bake it, grow it" criteria; the remaining 20 per cent (20%) of the vendors are selling products that complement the market mix

7. Why do you ask for my website\facebook\instagram?

Vendor showcases are placed on the Bearspaw Lifestyle Centre and on Summer Saturdays at Bearspaw Facebook pages. Which you will be tagging you in if your form has the proper information. Your business added on our website with a button linking to your webpage/facebook/Instagram to help direct customers to your business.

8. Why do I need to send you pictures?

The pictures are for the vendor showcase. Customers like to see new and exciting pictures of your products.

9. Why do I need weights on my tent?

We live in Alberta, the weather changes constantly. The weights help to weight your tent down from blowing away and hurting someone during those windstorms which just show up. I have seen vendors use concrete blocks, they have cemented posts in concrete and buckets for their tent, they have bought special weights, used rocks, concrete, water in buckets. Just make sure it is a minimum of 30lbs on each tent leg.

10. Does the Bearspaw Lifestyle Centre have WiFi?

Yes, you may go under BLCGuest and the Password is: BLCGuest!

Below is a list of items to remember for markets. As, you would not believe how many times people forget certain items. Print it out and keep it close by. Some items will only pertain to summer, but it is good practice to have it ready now as in no time summer will be upon us.

VENDOR LIST FOR MARKETS

Display / Set Up Items

- Product (bring more than you think you will sell)
- Tent or Canopy
- Canopy Weights
- Ropes / Bungee Cord
- Tables
- Tablecloths
- Clamps
- Display Racks
- Lights
- Display Accessories / Decor
- Extension Cord / Power Strip
- Signs
- Totes for Extra Product

Point of Sale Items

- Cash Box
- Lots of Change
- Credit Card Reader/Square

- Phone or Tablet
- Chargers for Devices
- Calculator
- Bags for Purchases
- Tissue Paper or Bubble Wrap for Purchases
- Notebook
- Pens / Pencils
- Price Tags
- Sold Stickers

Promotional Items

- Business Cards / Flyers
- List of Upcoming Shows
- Clipboard for Email Signups

In Case of Weather Items

- Tarp or Plastic Sheets
- Umbrella
- Sunscreen
- Sunglasses
- Hat

Personal Items

- Box of Kleenex
- Extra Clothes
- Comfortable Shoes
- Snacks
- Small Cooler
- Re-fillable Water Bottle
- Ibuprofen
- Mosquito Repellent

Miscellaneous Items

- Scissors
- Scotch Tape
- Measuring Tape
- Folder
- Trash Can / Trash Bags
- Cleaning Supplies
- Paper Towels
- Small Toolbox

I hope this helps all of you with the upcoming season. My email is: market@bearspawlc.org and my number is 403-463-6897. Please add my number to your phone as it is easier to call/text me at a market then it is to email me. Market mornings, I seldom check my email, but I do read my texts eventually.

Looking forward to an amazing 2023Market Season with all you wonderful vendors.