

## VANCOUVER FARMERS MARKETS COMMUNITY TABLE GUIDELINES

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### What is a community table?

Vancouver Farmers Markets reserves subsidized space at each of our weekly markets to provide opportunities for community groups to inform, education, and inspire our shoppers on topics of interest and issues important to where we live.

### How can my non-profit or community group get a table at the Farmers Market?

We prioritize non-profit and community-based groups with a focus on **Food, Food Systems and Agriculture**. Due to limited market space, we provide opportunities to groups outside of this focus on a case-by-case basis.

### How much does it cost?

Our subsidized fee for community table space is **\$35 per market date**, due two weeks in advance of the initial date. This rate applies to all community groups interested in attending the market. We accept payment via cash, cheque or internet transfer only. We are unable to accept payment via credit cards.

### What does the fee cover?

Your organization will have the opportunity for exposure with 2,000-5,000 enthusiastic and engaged local shoppers per market. Attendance varies by market location, and specific shopper demographics by market are available upon request.

The VFM will supply a table, umbrella or tent (if available) and chairs.

**Note: we cannot offer refunds on cancelled community table dates. We may be able to switch to an alternate date if given adequate notice of at least 72 hours.**

### What happens on market day?

We ask a few things from attendees at the market to ensure that the day goes smoothly and safely for shoppers, vendors and guests.

- Arrive at least 15 minutes prior to market opening and stay until closing, **regardless of weather or shopper turn-out**. A market manager or staff member will direct you to your tent and answer any questions you might have.
- Engage with shoppers from within the community tent – please do not walk around the market distributing your information.
- Contact the market manager via our emergency cell phone if you are running late or unable to attend last minute.
- Ensure that all staff and volunteers at your booth have read and understand these guidelines.

### Can we sell items at the market?

There are limits to what items can be sold at a community table. **Items permitted for sale are: society memberships, raffle tickets, and event tickets.** General donations to your group may also be accepted.

Individual fundraising (e.g. pledges for walks or runs as completed by one person) is not allowed. T-shirts, mugs, buttons, badges, plants, seeds, food items for sale, free food or handcrafted items may not be offered at this space. If you are unsure about whether an item is appropriate to sell or give away, please contact us before your market date(s).

### How to apply.

Contact Jordan Mehl, VFM Community Table Coordinator at [jordan@eatlocal.org](mailto:jordan@eatlocal.org) to inquire if your group or organization is eligible for this program.

**Thank you for your interest in the Vancouver Farmers Markets and we look forward to hearing from you!**