



# **Vendor Information Package**

**2026  
Georgetown  
Farmers Market**



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## WELCOME TO THE GEORGETOWN FARMERS MARKET!

We are excited to welcome you to the **2026 Georgetown Farmers Market**. This package outlines key information, rules, and expectations to ensure a successful experience for all



vendors, customers and our Downtown community. All vendors are expected to have read this document to certify their farmers market vendor application.

## MARKET POLICY

The **Georgetown Farmers Market** is a **producer-only** market, meaning vendors must **grow, produce, bake, or make** the products they sell, with limited exceptions (outlined below).

The **Georgetown Central Business Improvement Area (GCBIA)** organizes and manages the market and reserves the right to **revoke vendor authorization** if market rules and regulations are violated.

Any updates to this document will be communicated **in writing via email** to all authorized vendors.

## DATES & HOURS OF OPERATION

The 2026 Georgetown Farmers Market runs from June 6<sup>th</sup> to **October 17<sup>th</sup>**, operating **every Saturday** from **8:00 AM to 12:30 PM**.

## LOCATION & LAYOUT

The market is located **Downtown Georgetown**, spanning:

- **Main Street** (from James Street to Park Street)
- **Church Street** (from Main Street to Market Street)
- **Church Street Parking Lot** (at the end of Church Street, off Main Street)



## VENDOR CATEGORIES AND DEFINITIONS

**Primary Farm Vendor:** Unprocessed Fruit, Vegetables, Microgreens, Cut Flowers, Plants, Nuts, Honey, Maple Syrup, Graded Eggs, Fresh or Frozen Meat, Fish, Herbs, Mushrooms, Beer, Cider and Wine included. These vendors must comply with health inspection policies and produce foods in a Health Department approved kitchen or premise.

**Secondary Farm Vendor:** Defined ingredient is from a farm, but goes through a process, i.e., cured meats, fermented veggies, jams, butter. Farm produce must be local. These vendors must comply with health inspection policies and produce foods in a Health Department approved kitchen or premise.

**Food Vendor:** Producer of processed foods i.e., ready-made sandwiches, to-go meals, baked goods, any food items that do not fit into primary or secondary producer categories. These vendors must comply with health inspection policies and produce foods in a Health Department approved kitchen or premise.

**Craft Vendor:** A producer of hand-crafted artisan products such as jewellery, pottery, clothing, bags, artwork, knitted material, etc. All goods must be handmade or designed by the vendor unless otherwise approved by the GCBIA Events Manager. Any products featuring licensed characters, brands/logos, AI generated images or any other intellectual property infringements will not be permitted. Printed products (3D printing, sublimation, T-shirts etc) must be designed by the vendor.

**Reseller:** Goods (consumable or non-consumable) that are not made by the vendor but are sourced from a local maker. Resellers may be asked to complete an additional application to determine eligibility. Resellers can include food products and must comply with health inspection policies and produce foods in a Health Department approved kitchen or premise.

**BIA Member/Charity/Community Group:** Not for profit, or non-profit organizations, BIA businesses, fundraising or awareness raising through the market. Charity vendors must be from a registered charity, must not be promoting any political messages, and cannot request petition signatures. Eligibility is determined based on individual requests and may be denied access if there exhibits a conflict between vendor groups. Charity vendors may not offer consumable goods, unless discussed with the Events Manager. Charity vendors and BIA members (pending approval) will be offered two free market dates, on a first come first served basis. Additional dates follow the regular daily vendor fees.

**Busker:** A space is provided free of charge each week for musicians. The musicians may accept free will donations or sell copies of their own music or promote lesson programs or tickets to benefit performances. Buskers may attend multiple market dates based on availability.



Buskers must sign a waiver of liability before busking as they are not covered under our insurance and are not allowed to play otherwise. Location and duration of play is at the discretion by the GCBIA Events Manager. Buskers may be asked to move at any time and must be flexible and understanding about this.

## FOOD VENDOR REQUIREMENTS

Approval for food vendors to participate in the 2026 Farmers Market is contingent upon completion of the following additional steps by **May 1, 2026**:

### Halton Region Public Health

Please be aware that you need to complete Halton Region Public Health's food vendor application as soon as possible so there is no delay in getting you approved by them.

<https://www.halton.ca/For-Business/Food-Safety-for-Business/Special-Events-Public-Health-Requirements>

### Town of Halton Hills

The Town of Halton Hills requires all food vendors to have a Food Vendor License. Vendors with an existing license (e.g., restaurant, food truck, caterer) do not need an additional Public Event Food Vendor License.

For those without a Halton Hills license, a **Public Event Food Vendor License** costs **\$106** and covers the entire event, including all Saturdays of the **Georgetown Farmers Market**.

Vendors participating in **more than two events** can opt for an **Annual Commercial Refreshment Vehicle License** for **\$229**, which covers multiple events like Downtown Palooza or the Classics Car Show. **This option is most recommended for our Farmers Market Vendors, as it will allow you to attend the Georgetown Holiday Market as well.**

Farmers selling only their own produce are exempt from licensing, but those selling other food items (e.g., baked goods, jams) must obtain a Public Event Food Vendor License.

To participate in the **2026 Georgetown Farmers Market**, vendors must submit to the Town of Halton Hills (Renee Brown, [reeneb@haltonhills.ca](mailto:reeneb@haltonhills.ca)):

- Application Form (attached)



- Certificate of Insurance (\$2,000,000 Gen. Liability) with the Town of Halton Hills listed as Certificate Holder **(Alcohol vendors must also send this to the BIA, with the Georgetown Central BIA listed as a Certificate Holder)**
- Business Name and Registration and or Articles of Incorporation
- Halton Region Public Health Approval
- Permit fee (listed above) - Submitted to the Town of Halton Hills

## VENDOR POLICIES AND RESPONSIBILITIES

1. The market will sell fresh 1st quality (unless specifically labeled) Ontario grown or manufactured product; produce, baked goods and hand-made crafts. Meat and dairy products will be allowed with appropriate refrigeration, subject to all health regulations. All bakery and prepared food products must be from a health department inspected kitchen or commercial bakery.
2. Farmers will produce minimum 70% of the product offered for sale. Resale produce (Ontario grown) can total maximum 30%, and it is strongly recommended to come from neighbouring farms. Farm vendors must be transparent about the origins of all products on the Vendor Application, and at the market through signage. Vendors, if requested, must provide the Market Manager with verification that a minimum of 70% of the produce is home produced. (% split subject to change). This is to accommodate for low produce availability at the beginning and end of season. This rule applies to Farmers only and all other vendors must produce 100% of product unless otherwise agreed upon by the GCBIA Events Manager and/or Farmers Market committee.
3. To maintain a balanced and engaging marketplace experience, all vendors are required to submit a list of the products they intend to sell prior to participating in any event. Each product must be approved by the event organizer before it can be offered for sale. Vendors may request changes to their product offering by contacting the Events Manager. The Events Manager and Farmers Market Committee reserve the right to request changes, limit certain items, or ask vendors not to bring specific products if similar offerings are already well represented. This ensures a diverse selection for customers, avoids oversaturation of any one item, and supports a positive sales environment for all vendors.
4. Participation or booth placement in previous years does **not** guarantee a space in the current season. All vendors (returning and new) must apply each year, and acceptance is based on criteria (details below). Specific booth locations are **not** guaranteed or reserved from one year to the next. Placement is determined annually by the event organizer to support traffic flow, vendor diversity, safety requirements, and overall event experience. By applying, vendors acknowledge that space availability and placement decisions are made at

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Downtown Georgetown BIA  
66 Mill St, Georgetown, ON, L7G 2H7  
905-873-4970 [farmersmarket@downtowngeorgetown.com](mailto:farmersmarket@downtowngeorgetown.com)  
[www.downtowngeorgetown.com](http://www.downtowngeorgetown.com)



the discretion of the Events Manager and Farmers Market Committee, and may differ from previous years.

5. There is no selling of produce from home gardens as this directly impacts farm businesses and undercuts their sales. Exceptions will be considered for microgreens, plants and other considerations from the Farmers Market Committee.
6. The market is open to inspection by the Ontario Ministry of Agriculture & Food and Regional Public Health Department. All produce must be labeled according to provincial and federal regulations. Meat/dairy/eggs/honey/maple products are subject to the guidelines as per Ministry of Agriculture and these guidelines are subject to change pending notification.
7. There will be no on street parking after setting up. Vendors are expected to park at the Edith St Parking lot. Exceptions may be made for some vendors. Vendors are to contact the GCBIA Events Manager to apply for exemptions when they apply for their stalls. See the map on page 14 for parking locations.
8. Vendors must be 18 years old to have a stall at the Market unless they are accompanied by a parent or guardian for the duration of their stay.
9. All vendors are expected to bring their own equipment and are responsible for any damage to their property. For safety reasons, weights are required for all vendors who have a tent or cover of some sort. Weights must be a minimum of 25lbs on each corner. If you do not have proper weights, you will be asked to take down your tent.
10. Vendors are expected to always conduct themselves in a professional and appropriate manner with all individuals. Workplace violence/harassment is a crime. Please read Bill 168 for more detailed information (<https://www.wsib.ca/en/preventing-workplace-violence-bill-168>) Any person not behaving in an appropriate manner will be asked to leave immediately and no refund will be given. If police are required, charges may be filed. This is a **zero-tolerance** policy.
11. Vendors needing to cancel their spot for the upcoming Saturday must do so 48 hours in advance of the market date, with some exceptions such as sickness or family emergency. Please communicate your cancellation to the GCBIA Events Manager. Daily vendors who cancel 48 hours or more in advance will be eligible for a new market date IF\* there is availability. There are no refunds for cancellations.
12. Vendors who are no-shows on their market date without explanation will be placed under review by the Farmers' Market Committee for a discussion of removal.



13. Vendors are expected to arrive for set-up between 6:30am and 7:30am. All vendor vehicles must be off the road and parked in the appointed parking lot before the opening time of 8:00am. Vendors who arrive late will be warned with a three-strike policy and their non-attendance may be reviewed by the Farmers' Market Committee for a discussion of removal after three strikes. Late vendors may not drive vehicles into the market area after 7:30am and must carry materials to their spot.
14. Vendor behaviour, professionalism and adherence to the rules and guidelines will be noted and may contribute to vendor standing for future spots at the Georgetown Farmers Market.

### STALL REQUIREMENTS:

1. **STALL LEASE** - Vendors will lease stalls on a weekly basis. The stall fees will be determined annually. Stall fees are non-refundable. Vendors **SHALL NOT** allocate or sublet portions of their space to other growers/vendors for the purpose of selling goods, without express consent of the GCBIA Manager. Spaces/locations are subject to change by the BIA Events Manager.
2. **STALL SIZE AND SET UP** - One stall will be 10' x 10' with a maximum number of stalls to be determined by the GCBIA Events Manager. **All vendors are responsible for providing their own tables, canopies, etc. All vendors are responsible for the set up of their equipment.** Stalls are front of booth sales only.
3. **STALL VACANCY** - If a seasonal stall space becomes vacant, the GCBIA Events Manager will actively recruit a new vendor or notify vendors on a wait list.
4. **STALL CONDITION** - All vendors will be required to keep their stall space tidy and to clean up and **take away** all debris and garbage at the end of each market day. Please do not discard your garbage in the garbage receptacles on the streets. Repeated use of GCBIA garbage bins for vendor garbage may result in a \$50 garbage disposal fee, per incident.
5. **STALL SIGNAGE** - All vendors will display their farm name or business name and location with quality signage in a prominent place. Any signage is to remain inside the 10' x 10' booth so as not to block traffic flow. All out of booth signage must be approved by the GCBIA Events Manager and can be moved at any time if it becomes a problem for patrons or other vendors.





6. **GCBIA MEMBERS** - GCBIA members are welcome to be part of the market on the **sidewalk** in front of their establishments. Merchants who want to participate as a "market vendor" are welcome to complete an application form and are subject to the Market rules and guidelines. Stall placement will depend on availability. GCBIA members who wish to share the space outside of their business can do so only with other BIA members.

7. **HYDRO REQUIREMENTS** - If hydro is required vendors are required to list how much power they will be using to see if it is available as poles have a max of 15 amps per pole. There is a fee for vendors using hydro. To reduce malfunctions vendors *should not* connect more than one appliance to one electrical receptacle outlet. Vendors will supply their own extension cords and will tape them down for safety reasons. There is no use of commercial buildings' hydro outlets unless express consent of the landlord or merchant is given before use.

## IMPORTANT VENDOR INFORMATION

### RENTALS

If you wish to rent a full set of weights and a tent from the BIA, you must check that off on your application. Rentals work on a first-come-first-served basis and are available for daily or new vendors only, with a minimum of 2 weeks' notice. Seasonal vendors, and vendors who are attending 2 or more market dates are required to have their own full set of equipment.

The cost of rental equipment is \$30 per day. We only rent full sets (4 weights, 1 tent). This fee is non-refundable. If the vendor cancels within the 48-hour notice window (see cancellation policy) they may transfer their rental fee to another market date if the equipment is available. If no cancellation notice is given, the fee is forfeited. Damage to rental equipment outside of normal wear and tear or a weather event will be invoiced to the vendor responsible for the rental. Equipment will be dropped off and picked up from the vendor spot. The vendor is responsible for safe set-up, with help from staff or volunteers if available.



## **PARKING**

All vendor vehicles must park at the Mill and Edith Parking lot. We have had multiple complaints about parking at 83 Mill Street, on Main Street South, Back Street lot and the Market Street lot. Please view the map at the end of this document.

## **SET UP/TAKE DOWN**

Do not block the road with your vehicles at any time. For take down, please pack up your booth before bringing your vehicles to Main Street South. Everyone must park in the "parallel parking spaces" so that the **fire lane** is maintained in case of emergency.

All vendors **must** be off the road by **1:30 pm** so we can remove the barricades for the GO bus. There are no exceptions. Vendors will be fined if this is a recurring problem.

## **BARRICADES**

If you move a barricade, please move it back afterwards. We do not always have enough staff or volunteers to monitor each barricade. This is a very important safety concern, and we appreciate your help in keeping everyone safe.

## **RAIN/SNOW OR SHINE**

The Georgetown Farmers Market operates in all weather conditions deemed safe by the Farmers Market Committee and BIA staff. This means during rain days, the market will be running, and all vendors are expected to arrive **UNLESS** there has been a cancellation notice received as per the rules above. Please plan accordingly. If the weather is deemed unsafe, the market will be shut down by staff and communicated to all vendors and patrons as quickly as possible.

## **INSURANCE**

The GCBIA uses Farmers' Market Ontario liability insurance, which covers most market vendors. Vendors that do not fall under this insurance include any vendors with a brick-and-mortar storefront and vendors selling products containing alcohol. These vendors will be required to demonstrate proof of a certificate of insurance, naming the Downtown Georgetown BIA, and Farmers' Market Ontario as additionally insured.



## VENDOR SELECTION CRITERIA

All Vendors will undergo a selection process by the GCBIA Events Manager and the Farmers Market Committee. Criteria is based on the values of the Georgetown Farmers' Market, Farmers' Market Committee and Farmers' Market Ontario.

Using the following points, along with a committee discussion, vendors will be ranked to streamline the acceptance process. Vendors will be judged on the following criteria from their application, and points gained through these criteria will determine the order of vendors achieving seasonal and daily spots. Points determine the order of placement, as well as approval and denial as vendors within our market due to capacity.

### Criterion 1: Seniority

Length of time as a Georgetown Farmers Market Vendor

0 Points	New Vendor
5 Points	1 Year
10 Points	2 to 5 Years
15 Points	6 to 10 Years
20 Points	11+ Years

### Criterion 2: Location

Proximity to Halton Hills

### Criterion 3: Products

Based on FMO values in securing farm vendors to represent the majority of market vendors.

0 Points	Zone 4 Additional Regions
5 Points	Zone 3 GTA
15 Points	Zone 2 Bordering Halton
20 Points	Zone 1 Halton

0 Points	Resellers: Goods (consumable or non-consumable) are not made by the vendor, but are sourced from a local maker. Resellers may be asked to complete an additional application to determine eligibility.
5 Points	Craft Vendors: Goods wherein the main item is handmade, non-consumables (i.e. Jewelry, clothing, ceramics, beauty and hygiene products).
10 Points	Food Vendors: i.e., ready-made sandwiches, to-go meals, baked goods, any food items that do not fit primary or secondary producer categories
20 Points	Farm Secondary Product Vendors: Defined ingredients are from a farm, but goes through a process, i.e., cured meats, fermented veggies, jams, butter. Farm produce must be local.
30 Points	Farm Primary Product Vendors: Unprocessed Fruit, Vegetables, Microgreens, Cut Flowers, Plants, Nuts, Honey, Maple Syrup, Graded Eggs, Fresh or Frozen Meat, Fish, Herbs, Mushrooms, Beer, Cider and Wine included.



#### Criterion 4: Uniqueness/Strategic

One-of-a-kind products, products not available from BIA Businesses or many other vendors.

Vendors are scored based on if they fit the needs of the market.

0 Points	Vendors' products are similar to more than 5 other vendors
5 Points	Vendors' products are similar to more than two other vendors
10 Points	Vendor is one of two with the same products
20 Points	Vendor is the only applicant with these products; products are available elsewhere on a limited basis
30 Points	Vendor is the only applicant with these products; the products are one-of-a-kind (i.e. not sold in shops Downtown, culturally representative)

### FEES FOR THE 2026 MARKET SEASON

<b>Seasonal Vendor FARM</b> Main Street	\$550 FULL SEASON
<b>Seasonal Vendor NON-FARM</b> Main Street	\$600 FULL SEASON
<b>Seasonal Vendor (FARM OR NON-FARM)</b> *Church Street, Main Street Extension, Church St Parking Lot	\$500 FULL SEASON
<b>Seasonal Vendor ALTERNATING WEEKS (A or B)</b> Main Street	\$300 10 DAYS
<b>Seasonal Vendor ALTERNATING WEEKS (A or B)</b> Church Street or Parking Lot	\$300 10 DAYS
<b>Daily Vendor (1-10 Market Days) FARM or NON-FARM</b> Church Street, Main St Extension, Parking Lot	\$60 PER DAY (caps out at \$300)
<b>Hydro Fee (Seasonal Vendors ONLY)</b> Main Street	\$50 FULL SEASON
<b>Equipment Rental Daily Fee</b> New Vendors, Charities, Daily Vendors ONLY	\$30 PER DAY
<b>Charity and BIA Members</b> Church Street or Parking Lot (unless Main St. spot is available)	FREE (2 DATES) Additional Dates \$30 PER DAY



**Seasonal Vendor FARM:** Attending all market days, fits into PRIMARY FARM definition (including breweries and wineries). No discount or change in fee can be offered for missed market dates. Please outline the dates you are skipping in the application process. No changes can be made to scheduled dates unless there has been 2 weeks' notice and approval from the BIA Events Manager.

**Seasonal Vendor NON-FARM:** Attending all market days, fits into any other vendor categories (i.e., secondary farm, food, craft, reseller). No discount or change in fee can be offered for missed market dates. Please outline the dates you are skipping in the application process. Main St. spots are limited and reserved for farms. Remaining spaces will be offered based on vendor criteria. No changes can be made to scheduled dates unless there has been 2 weeks' notice and approval from the BIA Events Manager.

**Seasonal Vendor ALTERNATING WEEKS:** Any category of vendor, attending the market every-other week. There are two schedules, please select your preferred schedule on the vendor application. No changes can be made to scheduled dates unless there has been 2 weeks' notice and approval from the BIA Events Manager.

#### ALTERNATING WEEKS SCHEDULES:

<b>Schedule A</b>	June 6	June 20	July 4	July 18	Aug 1	Aug 15	Aug 29	Sept 12	Sept 26	Oct 10
<b>Schedule B</b>	June 13	June 27	July 11	July 25	Aug 8	Aug 22	Sept 5	Sept 19	Oct 3	Oct 17

**Daily Vendors FARM or NON-FARMS:** Attending 1 to 10 market days throughout the season, as selected on the vendor application. No changes can be made to scheduled dates unless there has been 2 weeks' notice and approval from the BIA Events Manager.

**Charity Vendors and Local Groups:** Upon approval, two free dates will be offered. Date preferences can be included on the vendor application form. No changes can be made to scheduled dates unless there has been 2 weeks' notice and approval from the BIA Events Manager.

**BIA Members:** After submission of a vendor form, BIA members will be offered two free dates. Date preferences can be included on the vendor application form. No changes can be made to scheduled dates unless there has been 2 weeks' notice and approval from the BIA Events Manager.



\*Vendors in the Church Street Parking Lot, On Main Street (Extension from Church to Park), or in the Church Street Parking lot may be moved due to additional events at the market requiring a change to the map. Any cancelled days by the BIA will result in a discounted fee, with notice at the beginning of the season to vendors.

**Vendor Fees are all due 48 HOURS AFTER ACCEPTANCE. Without timely payment, vendor spaces will not be saved, and will be offered to the next approved vendor.**

PAYMENTS CAN BE MADE VIA **E-TRANSFER** OR **CHEQUE**.

**E-Transfers:** Send to [farmersmarket@downtowngeorgetown.com](mailto:farmersmarket@downtowngeorgetown.com) (auto-deposit).

**Cheques:** Made out to **Georgetown Central BIA**

- Vendors looking to have multiple spots must pay for each tent space (10'x10'). These booths must be grouped together and not spread throughout the market.
- There are additional fees associated with Food Vendor Licences from the Town of Halton Hills. These fees are separate from the BIA vendor space fees listed above. The GCBIA is not responsible for collecting this fee.

## VENDOR MAP

**Vendors will be sent their assigned numbers the week of the scheduled market via email. Locations are non-negotiable after assignment.**

Seasonal vendors can expect to be in the same location on a weekly basis, subject to changes by the BIA Events Manager. Church St. Parking Lot Vendor spots may be shifted upon arrival depending on the number of vendors for that week.

Upon arrival, please know your vendor number or business name, so staff can direct you to the appropriate spot. If a last-minute opening on Main Street appears, a Church St. vendor may be asked by the BIA Events Manager to move to the Main Street spot, if they desire.

