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# North Saanich Farm Market

*'Growing Home'*

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## 2026 Policy Guide for Market Vendors

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# Welcome to the Market

The North Saanich Farm Market has been operating since 2008 supporting local growers and farmers by providing them with a venue to sell their produce and products. The North Saanich Farm Market operates on the principles of not-for-profit; any profit made will be used to either promote the market or support local farmers.

The North Saanich Farm Market is adjudicated and our criteria is hand made, home made or home grown. Vendors must abide by the make, bake or grow policies of the BC Association of Farmers Markets. Although as a vendor you come to the market as an independent retailer, you are operating under the auspices of the North Saanich Food for the Future Society (NSFFS), and as part of that collective benefit from the marketing, organization and planning that is provided. In return, NSFFS requires that all vendors become members of the Society (\$10 membership fee) and operate in accordance with the policies outlined in this document. Failure to operate in accordance with the aforesaid policies may result in a board review, which may in turn result in the suspension of vendor privileges.

## HEALTH CODE

If you are a food producer please review the **Guideline for Sale of Foods at Temporary Food Markets** found on the Island Health website (link below) to determine if your product is considered low or high-risk. If you are unsure what requires a Letter of Confirmation contact Island Health and let them know what you are planning on making and they will be able to advise if you need one or not.

[https://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/EH/FPS/Food/Guidelines%20-%20Sale%20of%20Foods%20at%20Temporary%20Food%20Markets\\_current.pdf](https://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/EH/FPS/Food/Guidelines%20-%20Sale%20of%20Foods%20at%20Temporary%20Food%20Markets_current.pdf)

Vendors of food, food-related products, or cosmetics are responsible for determining and following all applicable health codes. Copies of all permits need to be submitted to the Market Manager prior to your first attendance.

Provincial and Capital Regional District Health Regulations apply to all products sold and a vendor shall immediately cease to sell and remove any product upon the request of an official or representative of the Vancouver Island Health Authority. Vendors must phone or email the Victoria Office each season for approval before selling at the Market: Victoria – Gateway Village ph: 250-519-3401 fax: 250-519-3402 email: [gateway\\_office@viha.ca](mailto:gateway_office@viha.ca) . It is the sole responsibility of the Vendor to obtain Island Health approval to sell at the Market.

- Without an appropriate VIHA permit the following items may not be sold: dairy products (milk, cream, cottage cheese); live animals, including fish and fowl; cakes, pies, tarts or bread products that have syrup, frosting or topping on the surface or a cream filling. A copy of an Island Health approval forms must be provided to the market manager, and displayed at your table.
- If you are selling spa or beauty products, you will need to provide a **Canada Health Cosmetics Number**.

### **NON-FOOD VENDORS**

If you are an artisan applying to the market, we require high quality photos of your products in a JPEG format for adjudication by the market board. Photos can be sent to [nsaanichfarmmarket@gmail.com](mailto:nsaanichfarmmarket@gmail.com) to accompany your vendor application.

**All crafts must be made by the applicant. Craft items considered will have been created, sewn, constructed, or otherwise fashioned from materials that have been significantly altered in some way that makes the item unique.**

Vendors will be selected when considering five major criteria (in no particular order): seniority, history of compliance with Market rules, demand for product vs. number of similar vendors, number of spaces available per category, and timely receipt of application forms, documents & payment.

## **Policies and Information for Vendors and Other Participating Groups**

### **Key Reminders**

- The North Saanich Farm Market will be held every **Saturday from 9:30 to noon, 10990 West Saanich Road, North Saanich.** In 2026 the market will be held from June 6th until October 10<sup>th</sup>, (19 markets).
- Space is limited at the market and priority will be given to North Saanich growers, followed by Saanich Peninsula growers. Up to 25 percent of the space will also be made available to artisans wishing to sell locally made arts and crafts.
- If you are not attending on a weekly basis, to ensure that you have space at the Market please email us at **nsaanichfarmmarket@gmail.com** no later than the Wednesday before the applicable market. You can also notify the Manager if you wish to reserve a space for each Saturday of the Market.
- Set-up begins no earlier than 8:00 am. Set-up is to be completed by 9:00 am.
- Vendor location within the market is at the discretion of Market Management.
- **No pre-sales to any individuals are permitted prior to the market opening at 9:30 am.** (With the exception of other vendors and volunteers.)

- Parking space is available for vendors on Clayton Road (parking adjacent to the church is reserved for market customers). **\*SEE PARKING GUIDELINES BELOW\***
- For a daily charge of \$30.00 you will be provided with a 10' X 10' space. Please bring everything you need: table, umbrella or tent, cash, chairs, and most important, the produce/product that you wish to sell. Vendors are encouraged to bring tent weights in the event of windy conditions.
- Plan ahead to take your garbage with you - leave your space as clean as you found it.
- As much as we appreciate dogs, please do not bring your dog to the Market.

We request that, even if you sell all your produce/product before the end of the market, you remain at your table until noon.

To foster a spirit of community at the market all members, vendors, and volunteers are expected to treat each other and customers with courtesy and to work together in a spirit of cooperation, and open, positive communication. The Market is founded on principles of community and collaboration, which we collectively demonstrate by being courteous and respectful to all who attend the market, by helping each other to set up and take down stands, by appreciating the efforts of the Market volunteers, and by purchasing from each other.

## **CANCELLATIONS**

Failure to properly notify the Manager of cancellations can result in suspension of vendor privileges or the loss of a regularly assigned space.

Vendors must notify the Market Manager by Wednesday **at 6:00pm** if they need to cancel. Late cancellations (after Wednesday but before 7:00am Saturday): **\$10 fee** payable at the next market.

No-shows (no communication): **\$30 fee** payable at the next market.

## **PARKING AND UNLOADING**

Parking spaces on and adjacent to the church property are reserved for our customers.

When unloading your vehicle, please enter the church grounds from the left (or south) of the church building – the first driveway you come to when driving north on West Saanich Road. Drive around to the back of the church and pull as far forward and to the left as possible. **PLEASE UNLOAD YOUR CAR COMPLETELY AND PULL THROUGH TO PARK BEFORE RETURNING TO SET UP.**

Volunteers will help as much as possible. Park your vehicle on Clayton Road BEHIND Deep Cove School (leaving the adjacent parking on Clayton and W. Saanich Roads open for customers), then return to set up your space.

At the close of the market at noon, begin takedown and have all of your wares ready to load into your vehicle. Pull into the property in the same manner as setup, keeping in mind that everyone will be leaving at the same time and there may be congestion (which planning and courtesy will help to alleviate). **PLEASE DO NOT PARK OR DRIVE ON THE GRASS AT ANY TIME.**

## **INSURANCE**

As a vendor, purchasing insurance coverage for your market participation is mandatory for the 2026 season. You will be asked to provide a copy of your current **insurance** policy. The North Saanich Farm Market **must** be included as additionally insured on your policy. There are many options for insurance. Vendor coverage is offered at a substantial discount through the BC Association of Farm Markets or inquire if your home owners insurance provides additional coverage

- <https://bcfarmersmarket.org/vendor-insurance-wf/>
- <https://duuo.ca/vendor-insurance/>

## **PRICING**

Each grower is responsible for pricing their own produce. **A pricing list guideline for produce will be distributed to growers.** Vendors with their own tables can price their produce up to 20% above or below the suggested prices; vendors selling through the Community Table must price their produce at the suggested prices.

The decision as to the suitability of any product for sale at the Market shall be at the absolute discretion of the market organizers.

## **Education/Community Groups and Services**

A maximum of one space may be reserved for education/community tables at each market. These are not-for-profit organizations that in some way contribute to the environmental, social or cultural health of the community. Attendance at each Market must be pre-booked. Priority may be given to groups who have not yet had a table at the Market in the current season. Groups promoting political parties or religious perspectives are not considered education/community groups. No sales are permitted at the Education Table.

## **Market Organizational Structure**

The North Saanich Farm Market is operated by the not-for-profit society North Saanich Food for the Future Society (NSFFS)

The North Saanich Food for the Future Society was formed to support and sustain agriculture in the municipality of North Saanich. This goal is achieved by:

- Stimulating and supporting our local economy by providing a venue for organic market gardeners, backyard growers, home produced foods, crafts and artisans

- Organizing events that celebrate local foods
- Creating an opportunity for community groups to convey information to their neighbours concerning important local, social, and environmental issues
- Encouraging ecologically harmonious methods of food production
- Advocating for the protection of agricultural land

The Board makes decisions by consensus. The Board Directors in 2026 are:

Susan McIntyre	Doug Bernard
Kathy Scott	Penny Gibbs
Heidi Hedley	Ingrid Hansen
Stephen Parslow	

### **Market Contacts**

If you would like to participate in the market as either a vendor or a volunteer please contact [nsaanichfarmmarket@gmail.com](mailto:nsaanichfarmmarket@gmail.com)

**Grower's/Producer's Statement for the NS Farm Market**

This statement is to help consumers make their market choices, and is to be displayed prominently at your table each market. It is the mandate of the North Saanich Farm Market to move towards organic production.

5 **Name:** \_\_\_\_\_

6 **Name of Farm and Address:**

\_\_\_\_\_

7 \_\_\_\_\_  
\_\_\_\_\_

8 I/we confirm that all produce and farm products sold at the market are grown/produced in the municipality of North Saanich, or on the Saanich Peninsula by the above growers: Yes

9 I/we are Certified Organic Producers:

10 Yes  Certificate # \_\_\_\_\_ No

11 3. I/we, although not certified organic growers, use organic and sustainable practices:

12 Yes  No

13 4. I/we use the following methods in our production practices:

• **Soil, Seed and Plant Practices**

• Compost: Yes  No

• Crop Rotation: Yes  No

• Chemical Fertilizers: Yes  No

• Genetically Modified Organisms: Yes  No

- **Insect and Disease Control**

- Chemical Controls: Yes  No

- **Weed Control**

- Chemical Weed Control: Yes  No

- **Animal Welfare**

- Hormones and Antibiotics Yes  No

14 Following is the link for the Certified Organic Standards and Permitted Substance List.

15 [http://www.tpsgc-pwgsc.gc.ca/cgsb/on\\_the\\_net/organic/index-e.html](http://www.tpsgc-pwgsc.gc.ca/cgsb/on_the_net/organic/index-e.html)

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