

2021 Farmers' Market Organizer Notification Form

This notification form must be completed and returned to CK Public Health at least **30 days before** the event. This information is used to help you have a successful event and to protect the health of the public.

Farmers' Market Organizer Responsibilities:

- Provide each food vendor with a copy of the Farmers' Market Food Notification Form a minimum of 30 days before the vendor attends the event.
- Notify Public Health of any significant changes to the original organizer application.
- Coordinate back-up plans with food vendors in the event of a power failure or water shortage.
- Water supplied to vendors must be potable (water that is safe to consume, free from bacteria).
- Use only food-grade hoses.
- Arrange for sanitary disposal of liquid waste.
- Provide an adequate number of sanitary facilities and maintain them in a functioning and sanitary manner throughout the event.
- Arrange for proper sanitary disposal of garbage and provide leak-proof garbage containers with lids.
- Ensure staff, volunteers, and event attendees are aware of the rules around smoking and vaping at special events under the Smoke-Free Ontario Act (SFOA), 2017 and the Smoke-Free Chatham-Kent #137-2014 By-law.

Farmers' Market Information

Name of Farmers' Market: _____

Market Location: _____
Number Street City/Province Postal Code

Days of operation: Sunday Monday Tuesday Wednesday Thursday Friday Saturday

Hour(s) of Operation: Open: _____ Closed: _____

Market Opening Date: _____ Market Closing Date: _____

Farmers' Market Organizer Information

Contact Person: _____
Name Phone Number Cell Number

Mailing Address: _____
Number Street City/Province Postal Code

Email Address: _____

Smoking and Vaping

Food vendor patios or covered areas, such as event tents or pavilions, are required to be smoke-free. To avoid issues, many event organizers choose to make their event totally smoke-free. For guidance on making sure your event complies with tobacco-related laws and by-laws, please contact CK Public Health Tobacco Enforcement at 519.352.7270.

I intend to have my entire event be smoke free Yes No

I need the required "No Smoking" signs

I would like to borrow the "Smoke Free" event lawn signs

Vendor list

Provide a list of all vendors including food vendors and non-food vendors. Indicate food, farm product or non-food item under the 'Product Sold' Column. Note each ***food vendor*** must submit an individual ***Farmers' Market Food Vendor Notification Form***.

	Name of Vendor	Mailing Address (Street address, City)	Product Sold (Food, Farm Product, or Non-Food item)	Phone Number(s)
Ex.	Jane Doe	177 King St E., Chatham	Non-Food item	519.355.1071/519.352.7270
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* If needed, attach extra page for vendors

The personal information on this form is collected under the authority of the Health Protection and Promotion Act, R.S.O. 1990, c. H.7. It will be used for ownership identification and enforcement of the Act and the applicable Regulations under the Act. Contact Environmental Health at 519.355.1071 ext. 2902 if you have further questions. Copies of the Act and the Regulations are available at <https://www.ontario.ca/laws/statute/90h07>