



Hyde Park Business Improvement Association

1124 Gainsborough Rd., London, ON N6H 5N1

<https://www.hydeparkbusiness.com>

"Businesses Working Together to Foster a Vibrant Community"

Hyde Park Uptown Market 2025

Rules and Regulations

ALL VENDORS are required to read and review the following document before any payment to the 2025 Hyde Park Uptown Market.

Operating Hours:

This market will commence on Sunday, June 29 and continues **every** Sunday until August 31, 2025. The Hyde Park Uptown Market operating hours are between 9:00 am – 1:00 pm.

Please arrive in time to ensure that your stall(s) is/are open for business promptly at 9:00 am and you must remain open until 1:00 pm. Failure to do so will be documented and frequent tardiness will result in withdrawal from the market.

Vendors must remain at the market until 1:00 pm even if your product is sold, you must remain to advertise and be available to speak to our valued customers.

Vehicles may not be moved in the market during the operating hours, there may be exceptions but solely determined by the Market Manager e.g., late arrivals, emergencies, weather, or special considerations in advance of the market opening.

Applications:

We are receiving applications beginning in February 2025. All vendors must complete two documents and farm, or food vendors will have three documents that must be signed and returned to the market manager before you are accepted as a vendor.

1. Rules and regulations, read and signed by all vendors.
2. Hyde Park Uptown Market Application filled out and signed by vendor.
3. London Middlesex Health Units – Notice of Intent to Operate as a Special Event/Market Vendor.

Please note that not all applications will be approved due to similarity of previously confirmed vendors or availability of space.

We are committed to a unique market that serves both farm and artisan vendors.

Hyde Park Uptown Market Fee Schedule

Any fees collected by the Market are for the purpose of operating the Hyde Park Uptown Market. All cheques are payable to **Hyde Park Business Improvement Association Board of Management**. Any NSF cheques will be charged an administration fee of \$25.00.

The following fees apply to a 10x10 foot stall based on a weekly rental.

- 3 to 9 Week Vendor - \$26.00 per week, paid in advance of the first week of business.
- Seasonal Vendor (10 weeks) - \$22.00 per week, paid in 2 post-dated cheques.

Payments are due one week before you attend the market.

Payment Information

All Seasonal Vendors, those vendors who will commit to the entire season, will be charged a reduced fee of \$22.00 per week plus tax. These full season vendors may make their payments in 2 post-dated cheques of June 6, 2025 and August 1, 2025. **If postdated cheques and/or alternative payments are not received by 10 am on June 6th, 2025, the Seasonal Discount will not apply.**

Payment for the Hyde Park Uptown Market is collected by the Market Manager, **acceptable payment includes cheques, e-transfer or cash**...no bitcoins or credit cards.

Send postdated cheques/payments to: Hyde Park Business Improvement Association, 1124 Gainsborough Road, Unit 2, London ON N6B 1G6 or you can **send an e-transfer to info@hydeparkbusiness.com**.

Cancellations & Refunds

All payments are non-refundable.

There will be no discount or returned payments for days missed.

Tents and Tables:

Vendors will be expected to supply their own tent(s) with weights plus tables. They must also have applicable units to ensure MLHU rules for displaying fruits and vegetables.

Vendors may not loan, give or sublease the stall(s) that were assigned to them.

Vendors' Space Allocation:

The Market Manager shall allocate vendors spaces.

The Market Manager reserves the right to allocate spots based on a successful market mix. Preference may be given to vendors with market experience. We hope to confirm the same space weekly for our seasonal vendors.

The FINAL VENDOR STALL ALLOCATION will include an appropriate market mix and will be at the sole discretion of the Market Manager.

Vendors must be aware that we are in a newly constructed space, we must respect this space and be careful to ensure not to drive vehicles on newly sodded spaces.

Signage:

Vendors must post their names, farm location and products prominently in their stalls.

Produce product descriptions shall contain no misleading information. Proper labelling and information with *point of origin* is required for all packaged food products. You must have signage for the prices of your products.

Product Eligibility:

Only fruits, vegetables, fresh cut flowers and bedding plants, such as can be produced in Ontario may be sold. Definition of 'farm products' means products that are grown, raised or produced on a farm and intended for use as food and include, without being restricted to, fruits and vegetables, mushrooms, garlic, meat and meat products, dairy products, honey products, maple products, fish or grain and seed products. All products being offered for sale must be listed in the application to the Hyde Park Uptown Market.

Absolutely no food terminal purchases will be allowed for sale.

Verification of Organic:

Certification is required for labeling a product "ORGANIC". A written statement and documentation of farming practice is required. Absolutely no GMO produce, or products allowed.

Ontario Health Regulations:

All food vendors are responsible to know and comply with all applicable Middlesex-London Health Unit Regulations in selling food products. Major areas of these regulations include:

- Market food vendors must continue to ensure that the food is manufactured, processed, prepared, stored, handled, displayed, distributed, transported, sold, or offered for sale in a manner that ensures the product is **not a health hazard**.
- Public Health Staff will continue to have a duty and responsibility to assess and where needed, to prevent, reduce or eliminate health hazards under the Health Protection and Promotion Act.
- Vendors must ensure while operating that their stalls are kept tidy and clean and any product on the ground be immediately disposed in the garbage.
- It is against the law and health act to sell uninspected meat, unpasteurized milk, or ungraded eggs.
- Food vendors must complete and send in a [Notice of Intent to Operate as a Special Event / Market Vendor](#) form for each tent, food truck, trailer or food premises they are operating to the Middlesex-London Health Unit at least 14 days before the event.

Food Vendor City of London Permit Requirement:

- All vendors selling ingestible products must obtain a permit from The Corporation of the City of London, Parks and Recreation.
- City of London Business License Holders:
 - Vendors with an existing City of London business license are required to purchase a single permit for \$40, covering all events throughout the year.
- Non-License Holders:
 - Vendors without a City of London business license must acquire a separate permit for each event held on public property.
- Permit Fees:
 - For City of London business license holders: \$40 for an annual permit covering all events.
 - For non-license holders: \$127 per permit, applicable to each event on public property.
- Validity:
 - Permits are valid for the entire year for City of London business license holders, irrespective of the number of events.
 - Non-license holders must obtain a separate permit for each public event they participate in.

Note: This is a separate fee from the fees paid to the Hyde Park BIA.

Compliance:

As per our lease agreement with the Hyde Park BIA and London Recreation, vendors must meet and comply with all City of London, Health, Fire and Building codes.

Prepared Food Items:

All products must clearly state the vendor's name and address. Other information should include ingredients and size (weight, count or volume as necessary) which is explained in all applicable health regulations. Compliance with these regulations is the sole responsibility of each individual vendor. The Middlesex-London Health Unit will be inspecting the market at least once this season.

Food Standards:

The Hyde Park Uptown Market is committed that our vendors will sell only high-quality, wholesome produce and products. If the produce or product does not meet market standards for quality and freshness the Market Manager reserves the right to request that the product(s) be withdrawn from sale in the stall immediately.

Vendors are expected to bring an adequate supply of their primary product for sale.

Behavior:

If, in the opinion of the Market Manager, a vendor is not making a positive contribution to the Market or if a complaint is substantiated concerning attitude, gossip, general behavior of the vendor that is detrimental to the relationship between its customer, other vendors, employees or other persons is received, it is the sole discretion of the Market Manager to terminate this relationship.

Further it is the responsibility of the Market Manager, to remove any customer that is abusive, disruptive, ignoring market rules or caught stealing ...whether it is to the vendors or other customers in the Market space. A Trespass to Property Act may be enforced by the Market Manager to prevent this individual from attending the market in the future. Vendors are encouraged to inform the Market Manager of any behavior problems within the market.

Vendors also must agree to not practice distress pricing that would impact other vendors in the market.

Insurance

- a. Liability Insurance of \$2 million is required. A copy of this insurance will be required prior to the start of the Uptown market.
- b. Vendor's insurance must note the Hyde Park Business Improvement Association and The Corporation of the City of London.
- c. Vendors requiring insurance can connect with the HPBIA for a low-cost option. Please email info@hydeparkbusiness.com if this is needed.

Weather:

It is solely at the discretion of the Market Manager to close the market early or cancel the market due to severe weather, including but not limited to high winds, driving rain and/or dangerous thunderstorms, extreme heat advised by the health unit or large amounts of snow which impedes the market area.

In the event of the market closure ALL vendors must pack up and remove their stall from the market for that day. No vendor will be allowed to stay behind due to the liability of the Hyde Park Uptown Market insurance and that of the Hyde Park BIA.

Harvest Bucks Program:

Harvest Bucks are vouchers used to buy **only** fresh vegetables and fruit at various locations in London. Sponsored Harvest Bucks are distributed as part of community programs that support healthy eating. Harvest Bucks is a partnership of London's Child and Youth Network, Middlesex-London Health Unit, local businesses, and other community organizations.

We encourage vendors selling fresh vegetables and fruit to accept the Harvest Bucks, these should be given to the Market Manager at the end of the month. The Market Manager will then take them to the MLHU to be redeemed and after payment return the monies to the vendor.

Thank you for reviewing the Hyde Park Uptown Market Rules and Regulations.

There may need to be modifications of these rules and regulations. Hyde Park Uptown Market Manager reserves the right to reassign stall locations based on the expected increase in vendors during the 2025 season, to achieve the most appropriate vendor mix and vendor locations. Further, the Market Manager shall deal with any items of business not specifically covered by these rules at his/her discretion.

All vendors of the Hyde Park Uptown Market are required to sign the last page of the rules and regulations, by doing so you have agreed to our rules and regulations and have taken time to be aware of these terms.

Reminder: All vendors must also complete the Hyde Park Uptown Market Application form.

All Farm vendors must also complete the Middlesex-London Health Unit's Notice of Intent to Operate as a Special Event/Market Vendor Form

**Hyde Park Uptown Market Manager, John b. Young,
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