



## COVERLETTER

PETERBOROUGH & DISTRICT FARMERS' MARKET

P. O. Box 1452, Peterborough, ON K9J 7H6

1-888-413-4020

General Email: [farmersmarketptbo@gmail.com](mailto:farmersmarketptbo@gmail.com)

**2026 INDOOR MARKET (Nov 7, 2026 – Apr 24, 2027)**

**NEW VENDORS – PLEASE READ** the following documents attached with this cover letter:

1. Application
2. Vendors Handbook
3. Code of Conduct
4. Vendor Profile

**RETURNING VENDORS:** Application, signed Code of Conduct and Vendor Profile are required,

**FARMERS MARKET OPERATION HOURS:** Saturdays 7am to 1pm **RAIN OR SHINE** and you are expected to stay until closing no matter the weather (unless severe weather alerts during market).

Applications from returning vendors will receive first consideration **if received before the DEADLINE OF SEPTEMBER 15, 2026**. Since we are a Farmers Market, Farmers applications will be priority and given consideration ahead of other applications. We keep records of product types as we accept Vendors to have a healthy balance of products available. We do not offer exclusivity of any product. We endeavor to manage varying product competition through strategic placement. All applicants are subject to review and approval will be made by the Board of Directors prior to commencement of outdoor market.

We reserve the right to reject applications with or without reason. Decisions of the Board of Directors are final. If you are a new Vendor, you will be notified by telephone or email, please check your spam/junk folders.

**INSURANCE IS A REQUIREMENT** by the City and Market. Previously we have partnered with DUUO to make obtaining insurance easier. Unfortunately, DUUO will be no longer after the 30<sup>th</sup> of November 2026. Until then, you can still visit the website [www.duuo.ca](http://www.duuo.ca) and enter Peterborough Farmers Market in the Event Window or access the following link; <https://apps.ca.ics.duuo.ca/boothoperation/protectations/list?prescriptionGroup=ptbofm> We will be working with PAL to offer the same affordable, short-term insurance coverage that meets our requirements going forward and will update once we have a new link.

**Certificate of Insurance is mandatory** for \$2,000,000.00 the following **additional insured MUST** be listed on the policy: PETERBOROUGH FARMERS MARKET & CITY OF PETERBOROUGH

**Payment Options and amounts are listed on page 3 of the Application.** We are offering a **DISCOUNT** to full season Vendors if stall fee is paid in full by **October 17, 2026**, no exception to this date. Ensure your application is Completely filled in and signed, or it will be returned to you.

**Food Businesses** are required to submit (1) Health Unit Inspection (certified inspected premises/kitchen)  
(2) Food Handlers Certificate (current certificate)

### Farmers with Certifications

(organic; chicken quotas; turkey quotas etc.) are required to submit the appropriate Certificates

### PAYMENT OPTIONS

Send E-transfers to [payment@farmersmarketpeterborough.com](mailto:payment@farmersmarketpeterborough.com)

Make cheques payable to PDFMA

Cash is accepted and we have Square available for any Debit/Credit payments.

### TERMS

Interest will be charged at the rate of 2% per month on past due amounts. NSF fee of \$50.00 will apply on cheques.