



THE LESLIEVILLE FARMERS' MARKET

VENDOR HANDBOOK

*** OUTDOOR LOCATION ***

**OUTDOOR MARKET IS LOCATED AT
150 GREENWOOD AVE. TORONTO (GREENWOOD PARK)
2026 SEASON DATES:
MAY 10, 2026 - OCTOBER 25, 2026
*25 Markets***

The Leslieville Farmers' Market is located on the traditional territory of many nations, including the Mississaugas of the Credit, the Anishnabeg, the Chippewa, the Haudenosaunee and the Wendat peoples, now home to many diverse First Nations, Inuit and Métis peoples. It has been a site of human activity for at least 15,000 years.

This is Dish With One Spoon Territory. Dish With One Spoon is a treaty between the Anishinaabe, Mississaugas and Haudenosaunee to peaceably share and care for the resources around the Great Lakes.

We acknowledge that the work of farming and food production has played a significant role in the historical and ongoing displacement of Indigenous Peoples from their lands. The systems that sustain us today were built on the dispossession of those who have stewarded these territories for millennia.

Handbook Overview

The LFM Vendor Handbook is your guide to being a vendor at the Leslieville Farmers' Market. It is the official Rules & Regulations governing the LFM and helps maintain order and fairness at the market while ensuring a safe and positive experience for vendors, customers, volunteers, and staff alike.

By participating in the LFM, each vendor agrees to fully adhere to the Rules and Regulations outlined in this handbook. Non-compliance may result in disciplinary measures, up to and including a written warning, suspension, or termination of the vendor's ability to participate in LFM markets and events.

Disciplinary actions will be assessed based on the nature and severity of the infraction, at the sole discretion of the Market Team. By participating, vendors acknowledge and accept the potential consequences of not following these guidelines.

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Market Essentials

Hours of Operation

2026 LFM Season	
Season Dates	Every Sunday; May 10th, 2026 - October 25th, 2026 (25 weeks)
Location	150 Greenwood Ave. Toronto, ON M4L 2R1 (Greenwood Park)
Market Hours	
Public Hours	9:00 AM - 2:00 PM
Vendor Set-Up	7:00 AM - 8:30 AM
Vendor Tear-down	2:00 PM - 3:00 PM

Our Team

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Fees, Schedule, Policy & Payment

Vendor Fees

Booth Type	Booth Size	Price Per Week Pre-Tax
Farmer Regular	10ft x 10ft	\$55.00
Farmer Large	10ft x 20ft	\$75.00
Producer - bakery, specialty products/beverages	10ft x 10ft	\$70.00
Prepared Foods	10ft x 10ft	\$95.00
VQA/ Cidery	10ft x 10ft	\$80.00
Brewery/ Distilled Spirits/ Specialty Beverage	10ft x 10ft	\$100.00
Artisan/ Craft	10ft x 10ft	\$125.00
Non-profit Pop-up	10ft x 10ft	Free
\$25 Membership Fee per season		

Annual Fee Review

- Vendor fees are reviewed annually and adjusted in line with inflation to maintain predictability and avoid sudden or significant increases.

Season Commitment & Scheduling

Vendors must select one season commitment option when applying. Each commitment has a fixed schedule and a fixed number of dates, with fees set according to your vendor category.

Submission of an application does not guarantee acceptance into a specific season commitment. The Market may accept an application but offer a different commitment option based on availability, balance, and market needs.

By selecting a commitment, vendors are agreeing to the schedule, number of dates, and pricing associated with that option. Fees and schedules are not adjusted based on attendance.

Season Commitment Options

Full Time Vendor

- Scheduled for all Sundays from May 10 to October 25 (25 market dates).
- Full Time vendors are renting a market space for the full season.
- Vendor fees are charged according to the vendor category for the full season.
- Absences do not result in fee reductions, credits, or refunds.

Bi Weekly Vendor

- Scheduled on a fixed bi weekly rotation for the full season.
- Rotation A includes 13 Sundays.
- Rotation B includes 12 Sundays.
- Rotation dates are predetermined and cannot be changed, swapped, or broken.
- Vendor fees are charged according to the vendor category and rotation commitment, regardless of attendance.

Pop Up Vendor

- Scheduled for 1 to 6 Sundays during the season.
- Dates are assigned by the Market based on availability and market needs.
- Vendor fees are charged according to the vendor category and the number of dates scheduled.
- Requested dates are not guaranteed.

Important

All season commitments have fixed schedules and a fixed number of dates. Fees are tied to the vendor category and the commitment selected. No swaps, substitutions, credits, or billing adjustments will be made.

Payment Information

Vendor Fees & Payment Requirements

- Full payment for the season is required to secure and confirm vendor placement.
- Vendor spaces are not confirmed until payment has been received in full.
- Vendors may not set up or participate in the market unless their account is paid in full and in good standing.

Payment Deadlines

- Payment deadlines will be clearly communicated at the time of invoicing.
- Vendors are responsible for ensuring payment is submitted by the stated deadline.
- Failure to meet payment deadlines may result in loss of vendor space.

Late Payments

- Late payments that have been communicated in advance will be subject to a 5% compounding interest fee, applied per day.
- Vendors who miss payment deadlines without prior communication will have their space released and may be replaced immediately.

Payment Methods

- Accepted payment methods will be outlined on the invoice.
- All credit card payments are subject to a 5% administrative fee.
- Vendors are responsible for any additional processing fees charged by their payment provider.

General Fee Policy, Absences, No Show Fee & Weather

General Fee Policy

All fees are non-refundable and may not be credited toward a future market season.

Absences

If you are unable to attend on your scheduled market days, refunds or credits **will not be issued**.

Vendors are responsible for the full commitment of their season membership schedule, and all charges apply as per the agreed terms. Missed dates cannot be transferred or credited to a future market season. This policy ensures fairness for all vendors and supports the efficient operation of the market.

“No Show” Fee

If you do not show up at your scheduled market date without giving at least **5 days notice** a \$250 fine will be applied to your account to be payable upon receipt. A 5% compounding interest fee, applied per day, is charged for all late payments.

Weather Conditions

Fees are non-refundable due to inclement weather. If the Market cancels due to weather, refunds or credits will not be issued. The Market operates rain, snow, or shine and will only cancel or close in the event of thunder, lightning, or other life-threatening weather conditions.

Payment Instructions

Payment Deadline

Full payment for the 2026 Indoor Market Season is due on the due date printed on your invoice.

Approval does not guarantee a spot. **Vendor spaces are only confirmed once full payment is received.**

Vendors who do not submit payment by the date listed on their invoice will forfeit their spot, which will be reassigned to a vendor on the waiting list.

INTERAC E-TRANSFER (PREFERRED)
You can pay by INTERAC E-Transfer to: info@neighbourhoodfoodproject.com <ul style="list-style-type: none">• No password required• Please include your business name in the message field
CREDIT CARD / GOOGLE PAY / APPLE PAY
Pay securely online using the link provided with your invoice. Processing Fee: A non-refundable processing fee of 5.00% per transaction applies to all credit card, Google Pay, and Apple Pay payments. Important: In your application, you will be asked to select your preferred payment method. If you select credit card, this processing fee will be automatically added to your invoice.

Requirements & Responsibilities

All vendors of the Leslieville Indoor Market must comply with the following requirements:

- **Locally-Owned Business:** Operate as an independently owned and regionally based business within Ontario, ideally not more than 3 hours from Toronto.
- **Production:** Engage in small batch production.
- **Sustainability and Diversity:** Embrace and promote environmental sustainability, cultural diversity, innovation, and creativity.
- **Packaging:** Utilize minimal packaging, prioritizing compostable and/or recyclable materials.
- **Transparency:** Fully disclose all ingredients or materials used in your products.
- **Sourcing:** Aim to source ingredients locally as much as possible. If sourcing non-locally, ensure ethical and eco-friendly practices from suppliers.
- **Product Offerings:** Incorporate seasonal items that highlight locally sourced ingredients. Using ultra-processed foods (UPFs) - industrially processed ingredients, additives, or unsustainable production methods is prohibited.
- **Health and Safety:** Comply with Toronto Public Health standards and regulations and ensure all food preparation is done in a TPH-inspected commercial-grade kitchen.
- **Legal Compliance:** Observe all provincial and federal sales tax laws. Obtain necessary licenses, permits, inspections, insurance, and certificates for selling your products.

Public Health, Safety and Environmental Standards

Regulatory Compliance

Vendors must ensure all goods sold at the Leslieville Indoor Market align with local, provincial, and federal regulations, including those outlined by the Canadian Food Inspection Agency and Public Health Guidelines. This extends to proper labelling, weighing/measuring, sanitation, safe food handling, and other relevant requirements.

LINK: [Food Safety at Special Events - City of Toronto](#)

Food Preparation

All food must be prepared in a commercially certified kitchen that has passed a Toronto Public Health inspection. Vendors must provide proof of this inspection with their application.

Certifications

If vendors claim specialty certifications, such as "Certified Organic," proof of these certifications must be readily available to LFM staff and visibly displayed at the vendor's booth.

Alcohol Sales and Sampling

Vendors offering alcoholic samples or selling alcohol must have a valid Smart Serve certificate. Only staff with this certification may conduct sales or sampling activities.

Sustainable Practices

At the Leslieville Indoor Market, we prioritize environmentally sustainable practices. Vendors are required to submit a written statement detailing their farming, production, or processing practices as part of the application process. This statement should always be readily available for LFM staff to review.

Eco-Friendly Packaging

Vendors must minimize packaging and use environmentally responsible plates, cups, napkins, and utensils whenever possible.

Waste Management

Vendors must maintain clean booth spaces, leaving areas free of debris and waste at the end of each market day. Illegal dumping will not be tolerated and may result in fines and potential expulsion from the market. Vendors may not use City-provided waste receptacles intended for the public. Failure to comply with these waste management guidelines will result in a \$200 fine.

Legal Due Diligence & Responsibilities

As a vendor at Leslieville Indoor Market, you are required to be fully aware of and comply with all applicable regulations pertaining to your products. This responsibility extends to rules and guidelines established by governmental bodies at various levels, including national, provincial, and local.

Key areas where these regulations may apply include food safety, packaging and labelling of goods, product display, and handling practices. It is crucial for you to stay informed about these regulations, as they are subject to change and are integral to the lawful and safe operation of your vendor activities at the market.

Penalties and Fines

Please be aware that failure to adhere to the market rules may result in penalties under your membership agreement, including the potential loss of your right to sell at the market.

Should you incur fines from a health inspector or other official due to rule violations (including parking violations), you are solely responsible for these fines and any associated costs. The LFM will not bear these expenses, as they arise from your individual business operations. Compliance with market regulations is crucial for maintaining your selling privileges and avoiding financial liabilities.

Required Documents *IMPORTANT*

REQUIRED DOCUMENTS	FARMERS	BAKERS/ SPECIALTY PRODUCTS/ BEVERAGES	PREPARED FOOD	VQA/ CIDERY/ BREWERY/ DISTILLERY	ARTISAN/ CRAFT
PROOF OF INSURANCE	✓	✓	✓	✓	✓
LAND TITLE/LEASE AGREEMENT	✓			Farms Only	
FOOD HANDLERS (if applicable)	✓	✓	✓		
PROCESSOR LETTER (if applicable)	✓				
SMART SERVE				✓	
VENDOR PARKING PASS	✓	✓	✓	✓	✓
VENDOR AGREEMENT	✓	✓	✓	✓	✓
VISIBLE BUSINESS NAME ON BOOTH	✓	✓	✓	✓	✓

Insurance Requirements

Proof of Insurance

Vendors are required to have comprehensive liability insurance at a minimum limit of two million dollars (\$2,000,000) for bodily injury and/or property damage in any one occurrence. The insurance must include a cross-liability clause, including 11761218 Canada Association as additional insured and provide that your insurance will not be cancelled or materially altered prior to the end of the market season.

Our Insurance Details:

Business information to include as additionally insured is:	
Corporate Business Name:	11761218 Canada Association
Address:	110 - 9 Morningside Ave, Toronto ON, M6S 1C1

Need Insurance?

Duuo Insurance for Farmers Market Vendors has an insurance program tailored to farmers' market vendors. It includes one-off and flexible daily insurance for vendors for as low as \$15/day with 24/7 on-demand service.

Zensurance Insurance for Farmers Market Vendors Backed by Lloyds of London, Zensurance offers tailored and robust longer-term insurance plans for farmers' market vendors.

Sourcing - Farmers, Producers & Processors (Including VQA Wine, Cider, Craft Beer & Spirits)

Product Origin

All items sold at the Market must be grown, processed, or produced by the vendor. The reselling of items is strictly prohibited.

Third-Party Involvement

Any involvement from a third party in the production of products sold must be clearly disclosed and labelled. Vendors are prohibited from selling products that are solely purchased from wholesale or other retail sources.

Locally Sourced Ingredients

Vendors should strive to source their ingredients as locally as possible. If local sourcing is not feasible, vendors must ensure that their sources uphold ethical and ecologically responsible growing and manufacturing practices.

Seasonal and Sustainable Products

Vendors must include seasonal offerings that highlight locally sourced ingredients. The use of ultra-processed foods (UPFs) - industrially processed or manufactured ingredients, additives, or unsustainable production methods is prohibited.

Value-Added Products

Value-added products derived from local products, such as beeswax candles and preserves, can be sold at the Market's discretion. These products must be explicitly listed in each vendor's application.

Policy on Reselling

Any reselling of any product(s) will first result in a written warning. A second violation from the same vendor will lead to expulsion from the Market.

Special Circumstances

Under extenuating circumstances, vendors may apply to sell up to 25% of a neighbouring farmer's produce if their own produce is insufficient, or if it uniquely contributes to the product mix available at the Market. Vendors are required to submit any requests via email to basecamp@leslievillemarket.com and can expect to receive a response via email.

Vendors who fail to comply with these rules may face penalties, including potential suspension or termination of their right to sell at the Market.

Sourcing - Prepared Food & Beverage

Local Sourcing

We strongly encourage all prepared food vendors to use locally sourced ingredients in their products whenever possible, prioritizing products from the Market.

Non-Locally Grown Ingredients

Products containing ingredients not typically grown locally, such as bananas, citrus fruits, cocoa/chocolate, coconut, coffee, ginger, mangoes, certain nuts, plantains, sugar, tamarind, vanilla, and various spices, may be sold subject to the following conditions:

- The product must be approved by the Market
- The product must be consistent with and within the product range normally offered and approved in the vendor's application.

Prohibited Practices

The following practices will not be tolerated:

- Use of ingredients or products containing Genetically Modified Organisms (GMOs)
- Use of conventionally grown agricultural products (excessive use of pesticides, herbicides, or chemical fertilizers)
- Use of ultra-processed foods (UPFs) - Industrially processed or manufactured ingredients, additives, or unsustainable production methods
- Use of hormones or antibiotics in livestock
- Engaging in or supporting cruelty or inhumane practices in the raising or slaughtering of livestock, including but not limited to, lack of sufficient outdoor access, use of gestation crates, and factory farming.
- Reselling of any kind.

Policy on Reselling

Any reselling of any product(s) will first result in a written warning. A second violation from the same vendor will lead to expulsion from the Market.

Crafts & Homewares

Local Food System-Related Products

Items connected to local food systems, sustainability, gardening, or agriculture receive top preference.

Eco-Friendly and Sustainable Products

We favour products made from natural, upcycled, eco-friendly, and sustainable materials, including their packaging.

Local Handcrafted Goods

All products sold at the market must be handcrafted locally to qualify.

Policy on Reselling

Any reselling of any product(s) will first result in a written warning. A second violation from the same vendor will lead to expulsion from the Market.

Onsite Vendor Requirements - All Vendors

Placement:

- Booth placement will be organized by Market staff, taking into consideration product mix, customer experience, and the needs of the vendors' products.
- Exceeding your allocated allotment will result in additional fees.
- As the Market is outdoors, vendors should come prepared for all weather conditions.
- Tree shade is not guaranteed.
- Vendors may not assign, sublet, or sell their market stall to another vendor.
- Stall sharing is not permitted without prior approval. Both vendors must be present to represent their products and must complete the application process.

Labelling and Signage:

- Vendors must clearly display the names of each variety of products.
- Prices and vendor/business names must be clearly posted, following Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) guidelines.
- All products must be displayed attractively, in accordance with Market Vendor Booth Guidelines.
- All products must comply with applicable health and safety regulations. Ingredient lists are mandatory and must be available at the stall.

Equipment Requirements:

- Vendors are responsible for the safety of their equipment, including tents, tables, barbecues, and cooking equipment.
- Vendors accept all liability for damages, injuries, or accidents resulting from the misuse of equipment or failure to follow safety guidelines.

- Tent weights are mandatory; ground-penetrating tent pegs are prohibited.
- Use of generators at the Leslieville Farmers' Market is subject to prior approval. Only solar, battery, and whisper generators will be considered for permitted use.
- All equipment must be stowed and stored in a covered receptacle at all times; loose equipment is not permitted.
- Vendors may bring additional shade structures, such as tarps, if needed for their products.
- Tents with pre existing damage, including unsecured legs or torn or cut canopies, are not permitted. Damaged tents pose a safety risk in high winds and will not be allowed on site.
- All electrical cords must be safely positioned, properly coiled, kept out of water, and covered with electrical mats at all times.
- The Market will not provide electrical cords; vendors must bring the appropriate length of cord required.

Booth Safety Reminders:

- Ensure you are equipped with a basic first aid kit for yourself and your staff.
- Vendors using combustible materials must have a functioning fire extinguisher readily accessible at their stall.
- Remain vigilant of potential hazards, including uneven surfaces and wet conditions.
- To prevent accidents, promptly clean up spills, remove debris, secure cables, and handle hot liquids with care.
- Use proper lifting techniques at all times. Bend at the knees, hold items close to your body, work with a partner when possible, and avoid lifting heavy or awkward items alone.
- Utilize available dollies and carts, and request assistance from Market Staff or volunteers when needed.
- Wasp traps are required from late July through the end of the season. Vendors must take appropriate precautions to protect customers, staff, food, and themselves from wasps.

Electricity

The Leslieville Farmers' Market does not provide access to electricity. If access to electricity is mandatory for operations, you must arrange a one-on-one meeting with the LFM team. Use of generators at the Leslieville Farmers' Market is subject to prior approval. Only solar, battery, and whisper generators will be considered for permitted use.

Equipment & Storage & Rentals

Equipment Requirements

- A 10x10 tent or smaller and tables are mandatory for all vendors.
- Vendors who do not own a tent or tables may rent equipment from the Market, subject to availability.
- To inquire about rental availability, vendors must email basecamp@leslievillemarket.com in advance.
- Market Staff are not available to assist with the setup, teardown, transport, or handling of rental equipment.

Equipment Rental Process

- Vendors approved to rent equipment must report to the shed upon arrival.
- Approved vendors are required to sign a rental waiver and rental form before equipment is released.
- Once the waiver and form are signed, the Market Team will release the rented equipment to the vendor.
- Vendors are responsible for transporting the equipment from the shed to their stall.

Use and Return of Rented Equipment

- Vendors are fully responsible for collecting, setting up, tearing down, and returning all rented equipment.
- Rented equipment must be returned to the shed at the end of the market day.
- The Market Team will inspect all returned equipment for damage.
- Vendors may be charged for any damage, loss, or missing items.

Community Guidelines

Vendor Booths Guidelines

Appearance & Aesthetics

Vendors are encouraged to create a booth space that is visually appealing and inviting to customers. This includes a clean and tidy presentation, showcasing products in an attractive and organized manner. Vendors should use tablecloths, banners, and other decorative elements that align with the overall aesthetics of the market and their brand.

Product Display

Products should be displayed creatively to attract customer attention. Use varying heights and depths for displays where possible, to make the booth visually interesting. Make sure all products are easily accessible and that pricing is clear and easy to read.

Signage

Every vendor booth must display a sign clearly showing the business name or farm or organization name. Signs must be professionally printed or neatly handwritten and clearly visible to customers. All product names and prices must be clearly displayed. Signage that shares the story of your farm or organization, or provides additional information about your products, is encouraged.

Table Setup

Tables should be sturdy and neat, with all products displayed within the allocated booth space. Ensure your booth does not encroach on the booth space of your neighbours, walkways, or emergency exits.

Customer Engagement

Vendors should be friendly, engaging, and ready to answer any questions about their products. It's encouraged for vendors to provide samples where appropriate, following all health and safety guidelines.

Avoid sitting and being on mobile devices.

Sustainability

Vendors are encouraged to consider sustainability in their booth designs. This includes minimizing waste, using recyclable or compostable packaging, and considering energy-efficient practices where applicable. Balloons are prohibited.

Safety

All vendors are responsible for the safety of their booth. This includes ensuring that tents, tables, and displays are secure and that there are no hazards that might cause injury to customers or other vendors. Vendors must comply with all safety regulations and guidelines provided by the market.

Clean-up & Garbage Disposal

As we operate within Greenwood Park, it's crucial to maintain respect for the park and the surrounding neighbourhood through diligent clean-up and garbage disposal practices.

Booth Maintenance

Vendors must keep their booth area clean during market hours. This includes disposing of trash, sweeping spills or debris, and removing all equipment and products.

Zero Trace Policy

Ensure no trace is left behind, including organic waste and ice.

Off-site Waste Disposal

All garbage must be disposed of off-site. Using city bins for vendor waste is strictly prohibited.

Penalties for Non-Compliance

- A \$200 cleaning fee will be charged for failure to adhere to these cleanliness standards.
- Repeated violations may lead to suspension or termination from the LFM.
- Utilizing City-provided waste receptacles intended for public use is not allowed. Illegal dumping is strictly forbidden and will result in a \$200 fine and possible expulsion from the market.

Adherence to these guidelines ensures a clean and respectful environment for everyone at the Leslieville Farmers' Market.

Code of Conduct

All participants in the Leslieville Farmers Market, including vendors and customers, must cooperate with market staff, volunteers, and the public. By participating in the Market, vendors agree to abide by this Code of Conduct and accept the enforcement procedures outlined in the 2026 LFM Vendor Handbook and rules & regulations governing the LFM therewithin.

Resolving Disputes

Vendors are encouraged to resolve minor disputes individually. If needed, market staff can facilitate discussions. For ongoing disputes, vendors should reach out to Market staff.

Professional Conduct

Vendors are expected to maintain a professional demeanour at the Market, treating staff, customers, other vendors, volunteers, and nearby residents with courtesy and respect. We aim to create a welcoming and inclusive environment for all.

Community Responsibility

Vendors, as representatives of the Market, must uphold the guiding principles of the LFM. This includes:

- Maintaining a positive and respectful attitude.
- Abiding by the LFM Vendor Handbook
- No smoking of any kind.
- Maintaining personal cleanliness and hygiene.
- Demonstrating amicable conduct that aligns with the family-friendly atmosphere of the market.
- No intoxication from alcohol, cannabis, or other restricted substances.
- Zero tolerance for disruptive, aggressive behaviour or harassment of any kind.

Inclusivity and Zero Tolerance Policy

LFM Outdoor Market Vendor Handbook - Updated February 5, 2026

The LFM is dedicated to fostering a safe, welcoming, and accessible environment for people of all backgrounds, origins, cultures, sexual orientations, genders, religions, and abilities. We strictly prohibit any racist, sexist, homophobic, transphobic, or intolerant language or actions.

Any reported incidents will be investigated and may result in the immediate removal of the offending party from the Market at the sole discretion of the Market team.

Non-Aggressive Marketing

Aggressive product hawking is not permitted. Vendors should engage shoppers in a friendly, respectful manner. Yelling, demanding, harassing, or aggressive behaviour will not be tolerated.

Harassment-Free Environment

The LFM maintains a zero-tolerance policy for harassment. Everyone has the right to work, shop, and sell in an environment free from harassment, so all interactions between coworkers, the public, and others must be respectful, professional, and courteous at all times.

Acknowledgement & Acceptance

This document constitutes the entire agreement between the vendor and the Leslieville Farmers' Market at 150 Greenwood Ave (Greenwood Park). It supersedes all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral.

By participating in the Leslieville Farmers' Market at Greenwood Park, vendors implicitly and explicitly agree to abide by the Leslieville Indoor Market Vendor Handbook. Non-compliance with any of these terms and conditions may result in penalties as outlined in the "Violations & Enforcement" section of this document.

Updated February 5, 2026