



Saskatchewan Farmer's Co-operative Ltd.

Form 1(b)

What are the *requirements* of joining Saskatchewan Farmers' Market Co-operative

Your group has to become a legal entity, to be recognised, this includes insurance. To become a legal entity the government requires you to follow these steps.

1. Contact Sask Economic and Co-operative Development for your area. Let them know that you want to become a part of Saskatchewan Farmers' Market Co-operative (SFMC), and a not for profit co-operative.
2. Register with Sask. Justice, Corporations Branch as a not for profit co-operative. You will have to pay fees for the paperwork they do for you. Estimated cost, \$80.00 or more. At this point, you will be a co-operative. Now you will need to join SFMC. To do this you will have to fill out a membership form and pay a membership fee of \$5.00. You will also send in to SFMC provincial office a list of Directors, names, addresses, telephone numbers and email addresses. We need at least one email address for contact with your farmers' market.
3. Levies for SFMC are set each year at the AGM. For 2011 each member market is to send the SFMC provincial office a levy of \$25.00 per vendor who sells at your market to be collected from each vendor at or before the first market attended by them. We do require that each member market maintain an up-to-date list of all vendors who are or have sold at their market that year and ensure each has paid the \$25.00 levy in order that we may ensure they are in fact insured. We also need to be provided with a copy of the list of each vendor's name and telephone number or email address. We must also keep our database up to date at all times with the names of the vendors in each market for purposes of insurance. If a new Vendor shows your their permit from another Saskatchewan Farmers' Market member market proving they have paid for the \$25.00 levy for the current year, they do not need to pay again at your market, however their name and telephone number or email address must be added to your vendor list and provided to us. These levies are used to pay for advertising and business carried out on behalf of the member markets.
4. There may be years when your farmers' market will have to pay for a portion of the Market Insurance premiums. When that is necessary it is pro-rated according to the size of your market, and the amount of customer traffic you generate. The insurance provides coverage up to \$2 million liability. Estimated cost of insurance is from \$100.00 to \$235.00 for the largest markets each year. (Note for the years 2009, 2010 and 2011, premiums were waived for the individual member markets and premiums were paid from provincial SFMC's account. It is not known how many years this will be able to be extended).
5. Another obligation is to **police** your market. In other words to see that all of your Vendors are following all the Rules set out in the Guidelines. Each member has to be provided with a copy of the Guidelines when they join your market. It is their obligation to read and follow the Guidelines, it is your market's administration's responsibility to see that all comply with them. The Health Inspector will come to your market to inspect it and report any infractions that they find. It is your responsibility to correct them. Or run the risk of having your market closed as a Food Safety hazard.
6. Each year by law you will have to have an annual general meeting to review the financial standing of your Farmers' Market.

You will also be required to send two delegates to the S.F.M.C. annual general meeting held in February. Information is sent out early so that you can make plans to attend. The annual provincial meeting is to inform and instruct and has speakers and workshops for the benefits of all markets.