

# Sponsoring Body Approval Form

## Alberta Approved Farmers' Market Program

Market sponsors are not-for-profit community organizations committed to the development and long-term success of an approved farmers' market in their community. The farmers' market is a **committee** of the sponsoring organization and, as such, is not a legal entity in its own right. Sponsors should be actively involved in providing direction to the overall operation of the market. This may include but is not limited to:

- helping the market form an advisory committee to direct and advise on day-to-day operations;
- providing a board member to be the liaison between the advisory committee and the sponsor's board of directors;
- overseeing the operation of the approved farmers' market;
- helping establish the rules and processes of the approved farmers' market, ensuring vendors have meaningful input into the formulation of the operating rules and processes;
- the recruitment, selection, performance review and discipline of the market manager;
- determining and/or advising on the remuneration of the market manager;
- encouraging and/or financially supporting yearly educational opportunities for the market manager so as to further his/her professional development;
- encouraging vendor participation on the advisory committee;
- ensuring records required by the Program to keep the market in good standing are maintained and submitted to AF;
- ensuring the approved farmers' market and its vendors adhere to all legislation and regulations; and
- ensuring the approved farmers' market is either insured or indemnified against liability.

**The sponsor is ultimately responsible and accountable for the activities of the approved farmers' market.**

I have read and understand the expectations of a sponsoring organization.

The Sponsoring Organization agrees to continue sponsorship of the \_\_\_\_\_  
Market name

Farmers' Market for the 2023 market year.

## Sponsoring Organization:

Organization Name:
Mailing Address (including postal code):
President's Name:
President's Phone Number:
Email Address:

### Certification

The person signing this form is the president of or an authorized representative of the Sponsoring Organization.

I certify that the information given on this form is, to the best of my knowledge, true and complete.

\_\_\_\_\_  
First and last name (print)

\_\_\_\_\_  
Position/title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### Notice of Collection:

The personal information on this form is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy (FOIP) Act* and will be used for the purpose of administering the Alberta Approved Farmers' Market Program. If you have any questions about the collection, use or disclosure of your personal information, please contact the Farmers' Market Specialist, Alberta Agriculture, Forestry and Rural Economic Development at 4701 – 52 St, Box 24, Vermilion AB T9X 1J9 or telephone: 780-853-8223 or fax: 780-853-4776.