2023 Temagami Community Market

Vendor application form

Name of vendor

Name of Business( if applicable)

Address

Phone # home, business, cell

Markets that will be attended

* All
* Specific markets

|  |  |  |
| --- | --- | --- |
| o July 1 | o | Aug 5th |
| o July 8th | o | Aug 12th |
| o July 15th | o | Aug 19th |
| o July 22nd | o | Aug 26th |
| o July 29Th | o | Sept 2nd |

Items to be sold

A vendor is responsible for providing verification that all saleable products are made, produced or grown by the vendor. If not, the vendor must provide name and contact information of the producer, maker or grower

Produced by vendor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Not produced by vendor (provide source of origin and contact info if verification needed.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Market Operating Information Location

* Held outdoors, in the parking lot of the Temagami Train Station – Downtown Temagami – 6715 Hwy 11 North

Hours **o** Every Saturday from 9AM to 1PM **from July 1 through to September 2, 2023**

Managing the market

* Living Temagami Arts & Culture manages the market. They will appoint a market manager whose duty is to collect daily fees, assign market stalls and supervise the overall operation of each market day. Any conflict in stall allocation will be decided by the Market Manager

Fees o Annual vendor membership fee - to be paid prior to the first market of 2023 $55

▪ Etransfer to finance@livingtemagami.ca

▪ Cheque payable to Living Temagami Arts and Culture o Weekly: Tent space ( $10 ) and table fee($15) – ▪ to be paid prior to or on the day of the market

▪ Etransfer to finance@livingtemagami.ca, cheque or cash

Fees will be reviewed annually and may be subject to change.

Stall allocation

* Subletting of stalls is not permitted except for a member of the immediate family, and, in that case, with the approval of the Market Manager.

Any conflicts in the stall allocation will be resolved at the discretion of the Market Manager

Set-up

-Vendors must arrive at the Market by 8:30 AM on Market day. After 9:00 AM the Market Manager shall have the right to rent his/her booth to another person for the duration of that particular day. The manager shall not, by such action, be deemed to have condoned the -Vendor's absence, and the Vendor remains responsible for the fee pertaining to that day. If a Vendor does not show up for 2 consecutive Market dates, such permit holder shall forfeit their spot and any fee for the unexpired portion of the term shall be forfeited.

-All Vendors must be set up before 9:00 AM. All Vendors must report to the Market Manager upon arrival to sign in. No permit holder may hold a space for another permit holder. Once a Vendor has rented a booth, he/she must proceed at once to set up the space. Exceptions will be made due to rain days. Vendors should stay within the boundaries of their booth.

-No vendor should leave the Market prior to 1:00PM, unless previously arranged with the Manager.

-Tarps must be secured and in place before the designated opening of the Market to ensure the safety of the customers. All tarps and frames must be dismantled and taken home at the end of each market day.

-The Market Manager or designate shall have the right to approve any signs, decorations or displays in the Vendor's space and to request changes or removals of them.

-Vendors will be requested to locate vehicles not needed in their display within an area designated by the Market Manager.

-No vendor shall make any change or alteration to the market venue area.

-Vendors shall remain in their own market space when selling. Sales shall be conducted in an orderly manner. A stall must be attended at all times by a responsible person. No objectionable means of soliciting shall be tolerated.

Vender Responsibilities

-Sign vender waiver (Separate document)

- All food products being sold must be approved by the Temiskaming Health Unit. Special Events Food Permits may be required by the local health inspector.

-The Vendor is Responsible for obtaining (if required by the Temiskaming Health Unit) a special events food permit, prior to attending any markets.

Penalties

Any person who contravenes any of the provisions of these Rules and Regulations is at any point subject to the cancellation of their booth space.

**Having read and understood the rules and regulation thoroughly, I herby agree to comply fully with these and all other Federal, Provincial and Municipal rules and regulations that apply. I may forfeit my right to sell at the Temagami Community Market if I am found to be in non-compliance.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Vendor Print Name**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**You can mail your application to:**

**Temagami Community Market**

**P.O. Box 565**

**Temagami, Ontario**

**P0H 2H0**

**You can reach us by phone at: (705) 650 – 1191 email: info@livingtemagami.ca**