

BROCKVILLE FARMERS MARKET CHRISTMAS SHOW

APPLICATION FORM-2017

Name _____ Phone# (613) _____

Set-up: The Wall St United Church will be open at 7:30 am. Members are expected to arrive early to set up and be ready at opening time of 9:00 am.- and to have everything cleared by 3:00 pm. Participants commit to keep their booth fully open for business from 9:00am to 2:00 pm

Space: 6 foot frontage and 8 1/2 feet deep

Fees: Full time market members that meet criteria fee will be \$25.00 per week. If room permits daily vendors the fee will be \$30.00 per week.

The dates you plan to attend in December 2 9 16

Selection Criteria to participate:

- Participants must be a member in good standing
- Participants must have paid their full member fees for the current year and attend at least 15 market days
- Vendors with less market days and repeated dailies may apply but will only be considered if space is available on each of the three days.
- **All Participants must only bring to the Christmas Market Show the products that they only carry on our regular market...ex: if you sell produce...then bring only produce, if you sell wood products...then only bring wood products, if you sell jewelry or fashion products...then only bring the products that you normally carry during the course of the regular market season. No exceptions...you will be asked to remove goods that are not a part of your regular setup. To keep things fair for all vendors we must implement this rule.**
- Participants who will be selling baked goods, preserves, produce and skin care products must label their products following the standards of the Canadian Food Inspection Agency and the Ontario Ministry of Agriculture and food.
- Participants that will be selling food concessions are asked to abide by the local Public Health Unit regulations with respect to their products. Items required for ensuring food safety are the vendor's responsibility. Please ensure that you have proper equipment ex: thermometers, sanitization station, and sufficient cooling.
- Participants are asked to leave their pets at home...we have not been given authorization for pets to be present inside the building unless they are properly identified as a Registered Service Animal.

Parking: Please move your vehicle away from the front doors to allow for customer pickup and drop off. There is no designated parking identified at this time, please park your vehicle in accordance with municipal parking regulations.

Setup & Clean up:

- Please arrive well before the show opens to allow time to assess your setup, it becomes hazardous to customers if we are unloading while customers are browsing about.
- Please ensure that you use appropriate carts to bring your products into the building, we are responsible for damages to the floor from people sliding or dragging boxes or bins across the floor. The facility's board has requested a \$300.00 damage deposit for this year's event.
- You must clean up the area that you occupy during the show, we will have a broom and dust pan available at the end of the day. Please do not break down until 2:00 PM, it becomes a hazard to our customers if we are moving our products and or display equipment while customers are browsing about.

Please list the products you intend to bring to this event

Electrical Requirements:

Please advise if you need electricity: Yes:_____ No:_____

Your signature is your commitment to attend and abide by these requirements.

Signed _____ Date _____

Completed form (signed and dated) and payment is to be sent by mail or delivered to James Hall, 379 Pioneer Rd. Merrickville On. K0G1N0 **Deadline to apply Nov. 14th 2017.** All cheques must be written to: The Brockville Farmers' Market, a \$25.00 fee applies to any NSF cheques that are returned.

Administration Section

Date reviewed _____ Date Accepted _____