

Christmas in Cloverdale

Unique Gift and Craft Marketplace

2011 Vendor Application and Contract

Show dates and times: Friday, December 2nd, 2011, (5pm-9pm)
and Saturday, December 3rd, 2011 (10am-4pm)

Vendor move in: Friday, December 2nd, 2:45pm- 4:45pm

Vendor move out: Saturday, December 3rd, 4pm-6:00pm

(You may leave your display and/or products set up at your own risk. The building is alarmed.)

Location: Shannon Hall & Alice McKay Building at the Cloverdale Fairgrounds – 6050A 176th Street, Surrey, B.C.

Payment:

Tables are \$115. (cost includes a 6 foot table and 2 chairs for both days)

Accepted payment methods are cheque or money order. **The current date must be used; post dated cheques will not be accepted or returned** (They will be shredded).

Cheques/money orders can be made out to: Christmas in Cloverdale

Payments are non refundable.

Once your application form has been received and approved you will be required to mail your payment. Once payment is received and cleared a receipt will be emailed, this is your booking confirmation. Please note: you are not a confirmed vendor until your payment has cleared and you have received your receipt.

Vendor Parking: Vendors will be asked to move their vehicles after unloading to an area away from the main hall entrance in order to offer and encourage convenient parking for visitors.

General information:

* Each vendor will have a 6 foot table and two chairs provided for them.

Should you desire to use your own display you will be required to provide details regarding the size and appearance of your display that will include a photo of the set up. **This information must be provided with your vendor application in order to be considered.** You will be notified once your display has been approved.

*Assignment of vendor tables will be at the discretion of event organizers and will be based on overall balance of categories.

* All pictures of work submitted may be used for advertising and promotion purposes. This may include use in printed materials, online, or other promotional avenues.

* Electrical outlets are limited. Please notify us at the time of registration if you require an outlet and we will do our best to accommodate you. We cannot guarantee the use of an outlet. Please bring an extension cord if you plan on using electricity.

* Wall tables can be requested but not guaranteed.

* Music, radios, and voice amplification systems are **not** allowed.

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- * You will not have use of a phone jack so please prepare yourself for taking manual payments or cash. We will not be making change so bring an adequate amount of change with you.
- * All vendor tables must be manned for all the hours they are booked.
- * Vendors are not permitted to operate their own draw or raffle. When a donation is made by a vendor to Christmas in Cloverdale for door prizes or silent auction the vendor's details will be displayed with their donated product.
- * Vendors selling food must provide a current copy of their Foodsafe Certificate and their approval from the Health Authority. The "application for approval of temporary food premises" must be completed and approved before October 15th, 2011
- * All health or skin care products must be properly labelled according to Health Canada standards.
- * Failure to comply with the rules will result in expulsion from the show.

Damage to facilities: The Registered Vendor(s) will reimburse the **Cloverdale Rodeo & Exhibition Association** for any damage done to its property by the Registered Vendor(s) or by any employees or agents thereof.

Indemnification: The Registered Vendor agrees to indemnify and save harmless Heather Harasymow, Christmas in Cloverdale, and any sponsors from any and all liability arising out of the Vendor's participation in Christmas in Cloverdale: Unique Gift and Craft Marketplace, including liability arising out of the Vendor's exhibit itself and the actions of the Vendor's employees and/or agents. It is strongly recommended that the Vendor carry **suitable insurance** and all expenses of insurance shall be borne by the Vendor. In addition the aforementioned parties shall not be liable in damages otherwise for failure to carry out the terms of the Agreement in whole or in part where caused directly or indirectly, by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause beyond the control of organizers

Heather Harasymow/Christmas in Cloverdale is not responsible for stolen, damaged or lost merchandise. Heather Harasymow/Christmas in Cloverdale is not responsible or liable for any injuries (including death) or an accident occurring while the Vendor is on site, transporting or removing their products. The Vendor is responsible for notifying the consumer of potential health hazards surrounding their products, i.e. allergies pertaining to skin products. Heather Harasymow/ Christmas in Cloverdale accept no responsibility for reimbursement associated with returned cheques and declined credit card payments, etc. The Vendor is responsible for transporting and removing the goods to and from the Vendor area.

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VENDOR APPLICATION AND CONTRACT

Business Name: _____
Vendor Name: First _____ Last _____
Phone Number: Business or Home: _____ Cell: _____
Address: _____
Postal Code: _____ Email: _____
Website: _____

Please provide a description and price range of the items you will be selling.

Outlet access request only: (Yes / No); **Wall space** request only: (Yes / No); I would like to **donate a door prize:** (Yes/No)

Please print the number of tables on the selection that applies to you:

I would like to book _____ vendor table(s) in Shannon Hall.

I would like to book _____ vendor table(s) In the Alice McKay building.

I have read and understand the terms of this agreement

Signature of Vendor

Date:

Mailing Address:

Christmas in Cloverdale
Attention: Heather Harasymow
6966 179 Street, Surrey, B.C. V3S7V1
Contact:
Phone: 778 385-3769
Email: cicmarketplace@live.ca

www.christmasincloverdale.com