



2018 DISTINCTLY NANTON CHRISTMAS MARKET

24 November 2018
10AM to 4PM

APPLICATION FORM

(Keep a photocopy of the documents you submit for future reference)

Name of Company:

Artisan's Name:

Mailing Address: _____

Phone:

Alt. Phone: _____

Email Address: _____

Website: _____

Please provide a detailed list of all items you wish to sell:

Price Range: _____

Table's size: 6' x 30" table

Space approximately 8' x 8'

Vendors are responsible to provide their own lighting, electrical cords and display materials. Vendors may provide other small tables to fit into space reserved for display purposes.

Table required? _____

Number of chairs required: _____

Wall Space? _____ Corner? _____

I have read and understand the attached Distinctly Nanton 2018 Christmas Market rules and regulations, and I agree to abide by these policies.

Signature:

I consent to allow the Distinctly Nanton Market Committee to disclose my name, company, and/or contact information to customers inquiring about my product(s).

Signature:

Other Details

- ◆ Payment in the amount of **\$50.00 per space or \$75.00 (inside corner and corner wall locations)** may be made by cheque or funds transferred through INTERAC e-Transfer
- ◆ **Location: Nanton Community Centre 2204 – 18th Street (Highway 2 south and 18th Street)**

Eligibility & Acceptance Criteria

- Payment is required to reserve a table.
- Applicants must be the creator/designer/maker of all the work.
- Applications will be adjudicated by the Distinctly Nanton Market Committee. The Market Committee reserves the right to decline applications that are considered unsuitable to the integrity of the market.
- The primary basis for acceptance is the quality, originality and craftsmanship of the items to be sold. Acceptance is also based on product categories so that no one category is over-weighted

Cost:

The cost per table space is \$50.00 or \$75.00 (inside corner and wall corner locations) and must accompany the application. One 6' x 30" table and one or two chairs will be provided. Your Payment will be refunded if your application has not been accepted by the Committee.

Important Requirement:

If you have not participated in previous Distinctly Nanton Markets or plan to sell items not previously sold at this market, you must provide a minimum of 3 pictures of all the work you plan to sell at the show. Send them by e-mail to DistinctlyNanton@live.ca or by mail on a CD in jpeg format and/or your website that we can use to evaluate your work and promote your goods on our website (www.distinctlynantonmarket.com)

No home party type businesses, multi-level marketing companies, imported items, dealers or commercial kits will be allowed to participate in the Distinctly Nanton Christmas Market. Decisions of the Market Committee are final.

Table designation is at the discretion of the Market Committee. Table location will be arranged so that there are a variety of vendors throughout the hall, and may not be based on previous table location.

No space will be allowed outside the building on Community Centre grounds for vendor sales of any kind.

One table may be shared between two independent vendors provided this is stated in the application form, including information about both vendors. Payment should be made by one payment only.

PLEASE SIGN AND RETURN PAGE 1 with your payment to:

**Distinctly Nanton Market
P.O. Box 1391
Nanton, AB
T0L 1R0**

Or sign and scan page 1 and e-mail form to distinctlynanton@live.ca

Application Acceptance:

When accepted, you will receive a confirmation by e-mail with the items that have selected for sale at this show.

The applicants that have been accepted will be advised of table location by e-mail, within one week of the sale.

Distinctly Nanton Christmas Market November 24, 2018

Rules and Regulations:

Applications:

Payment is required to reserve a booth.

Applications will be reviewed and adjudicated by the Distinctly Nanton Market Committee. Each applicant must be the creator/designer/maker of the work and must verify the quality, originality and craftsmanship of the items to be sold. Acceptance is also based on product categories so that no one category is over-weighted. The Market Committee reserves the right to decline applications that are considered unsuitable to the integrity of the market. Decisions of the Market Committee are final.

Table Size:

One 6' x 30" table and one or two chairs will be provided. Space is approximately 8' x 8'

Table Designation:

Table designation is at the discretion of the Market Committee. Please list special requirements on the application form such as electrical, wall space, etc. Table location will be arranged so that there are a variety of vendors throughout the hall. Previous table location may not determine current placement.

One table can be shared between two independent vendors provided this is stated in the application form, including information about both vendors. The fee should be made by one payment only.

Display:

Please note that the Nanton Community Centre does not allow staples, nails or tape on the walls. (Only straight pins can be used on the walls). All vendors must supply their own display boards, etc

Cancellation:

The deadline for cancellation with refund is 15 October 2018. A full refund, minus a \$10 administration fee per table space, will be granted provided written notice is given to the Market Manager prior to this date. Any cancellations after this date will result in no money refunded. Upon cancellation, the Market Committee will be free to reassign the space.

Vendor Parking:

Vendors are asked **not to park** in the Community Centre parking lot. These spaces are to be reserved for customers.

Set-up & take-down:

Vendor spaces are to be ready for business by 9:45 AM on market day. Doors will be open for vendors at 8:00 AM and to the public at 10:00AM. It is mandatory that vendors be present no later than 9:30 a.m. or the Market Manager is free to give the table(s) to another vendor. **Vendors may not leave or take down their booth until 4:00 PM.** Sold out vendors can display a "Sold Out" sign and return at 4:00 PM to remove their booths.

Vendors are asked to provide a table covering, a sign displaying the vendor's logo or name, and business cards that are accessible to customers. This is to ensure quality, and provide a reference for customers and management.

Health & Safety Regulations:

Food Vendors - Must provide a copy of your current license/ approval from provincial health authorities. If no license is provided, vendors must not sell products at this sale.

Vendors are responsible to know and follow all applicable health and safety laws and regulations. This includes public health policies, food safety and labeling laws. It is the responsibility of the vendor to ensure all food products are safely handled and stored. Vendors must provide their own refrigerators, freezers, and/or coolers. For more information refer to the provincial (www.qp.gov.ab.ca/index.cfm) and federal (www.laws.justice.gc.ca/en/index.html) regulations online.

Insurance:

The Distinctly Nanton Christmas Market Committee does not carry Insurance. Vendors may carry their own liability and property insurance.

Housekeeping:

Vendors are responsible to keep the booths clean during the market, and **remove all garbage upon completion of the market.**

Complaints:

To lodge a complaint or outline a conflict, please talk to the Market Manager. If the manager is unable to resolve the issue, the complainant can appeal in writing to the Market Committee. All decisions made by the Market Committee are final.

Violation of these rules and regulations can result in written warnings, financial repercussions, and/or dismissal from the market without refund.

The Market Committee reserves the right to change, interpret, and enforce the policies and guidelines as deemed necessary to maintain the vitality of the market for the benefit of all served by the market.