



Vendor Application for St. Ann's Christmas Market November 15-16th 2024

Contact Name: _____ Address: _____ _____ Phone: _____ Email: _____ Facebook/Instagram _____	Date Received _____ Business Name: _____ Website: _____
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Description of Products _____

Donation Item: _____ **Value of Item:** _____

TABLE REQUIREMENTS		
Number of Tables: _____ (Max. 2)	\$50.00 per table	\$
Corner Booth St. Joachim Room (includes reservation fee)	\$120.00	\$
Booth Number: _____ <i>Booth Reservation Fee (until Sept. 15th only)</i>	\$10.00	\$
Bringing own table: <input type="checkbox"/> YES <input type="checkbox"/> NO	subtract \$5.00	\$
Electricity Required: <input type="checkbox"/> YES <input type="checkbox"/> NO		
Total Payable:		\$

NOTE: Table is not booked until payment has been received. Please make cheques out to St. Ann's Parish or e-transfer to parishoffice@stannsabbotsford.ca with code word: market2024

By signing this registration form, you agree that you have read, and agree to the Terms and Conditions.

Signature of Crafter/Vendor: _____ **Date:** _____

OFFICE USE: Paid



TERMS & CONDITIONS
ST. ANN'S CHRISTMAS MARKET
November 15-16th, 2024

ST. ANN'S CHRISTMAS MARKET

- 1. A booth is not booked until completed application form and payment is received at St. Ann's Parish Office.
- 2. All accepted applications are non-refundable.
- 3. Applications and cheques received after all booths have been rented will be returned to the applicant. Please indicate if you would like to be on the cancellation list.
- 4. **You may only bring items listed on the application form.**
- 5. Number of vendors in any category may be limited to provide the best-selling opportunity for all. This is up to the discretion of the Christmas Market Committee.
- 6. Booths may be reserved before September 15th for \$10.00. After September 15th, St. Ann's Christmas Market will assign booths. If you do not request a specific booth, booth assignments are on a first come first serve basis. We will take into consideration that 2 or more Vendors selling the same item are not beside each other as much as we are able.
- 7. Final booth layout will not be provided to Vendors prior to set up.
- 8. **Booths are \$50.00 for a single booth. Maximum 2 booths per Vendor. Corner booths in St. Joachim Room (2nd Hall) are \$120.00.**
- 9. St. Ann's will provide you with a table and 2 chairs, unless you indicate otherwise on the application form..
- 10. Please bring a tablecloth to drape your table.
- 11. If you need power, please bring a power cord.
- 12. No tacks are to be used on any of the walls. Please use sticky tac or bring a freestanding unit to hang your items / signs on.
- 13. **All items for sale must be displayed on, not under the table. Please ensure that no part of your display is in the aisle. Booth is the length of the table (6'). The area on the side of the table is for the vendors to get in and out of their booths. DO NOT fill this area in with your products. You may use the area under your table for storage.**
- 14. If you stand in front of your booth, your table must be moved back so that you are not standing in the aisle.
- 15. Please be considerate of other vendors. Do not engage customers unless they are directly in front of your booth.
- 16. The Christmas Market Committee reserves the right to have items removed that are inappropriate or offensive.
- 17. Please provide a door prize on November 15th before the opening of the Market at 4:00pm. You will notice on the application form that we request an approximate value of the prize you will be donating. This is used for obtaining a Gaming License.
- 18. All Vendors are obligated to stay until the end of the Market at 3:00pm on Saturday. You may not breakdown your booth early. If you will need more time (past 4:00pm) to breakdown your booth, please let the coordinator know before November 14th.
- 19. Vendors are responsible for any damage he / she or their workers or family members may cause.
- 20. The vendor releases St. Ann's from any loss due to fire, theft, breakage, or other cause and all liability during the show.
- 21. The vendor will ensure that their booth area is clean, and all garbage removed at the end of the Market.

<p>Loading and Parking directions will emailed by NOV 14th</p> <p>YOU WILL ONLY BE ALLOWED IN THROUGH YOUR ASSIGNED ENTRANCE.</p>	<p>INITIALS</p> <p>_____</p>
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Should you have any questions please contact the Parish office – parishoffice@stannsabbotsford.ca

Signature _____