

## THE KING CITY HOLIDAY MARKET – 2022 VENDOR APPLICATION

Dear vendors:

Welcome to the King City Holiday Market! This is our inaugural event and we are looking forward to providing a quality experience for our attendees. Our goal is to provide an environment for all visitors, local and beyond, to spend time at a unique market that offers access to exciting and talented Vendors! From unique holiday décor items, clothing, jewellery and delicious food products we want to offer our attendees a wide range of products and services.

**Are you in?** Then read on for more information and the application form.

### Dates:

Saturday, November 19<sup>th</sup>, 2022 10 a.m. – 5 p.m.

Sunday, November 20<sup>th</sup>, 2022 10 a.m. – 4 p.m.

### Cost

**Main Vendor Market** - \$400 + HST= **TOTAL \$452.00** for Saturday & Sunday

which includes:

furnished 10 x 10 booth - 6ft table & 2 chairs

8ft pipe & drape – 3 sided

**Holiday Food Hall Vendor** - \$200 + HST = **TOTAL \$226.00** for Saturday & Sunday

which includes

6ft table & 2 chairs

**Upstairs Vendor Market** – \$500 + HST = **TOTAL \$565.00** for Saturday & Sunday

which includes:

furnished 10 x 10 booth - 6ft table & 2 chairs

8ft pipe & drape – 3 sided

Electrical

**\*\*Limit of 12 booths\*\***

**Insurance** - Vendors must provide a Certificate of Insurance

they will be required to provide a copy of their Certificate of Insurance (COI) in the amount of \$2M listing the Villanova College as an additional insured.

### Eligible vendors

Hand crafters, artisans, farmers, artists, bakers, chefs, service providers, product providers

\*\*All vendors must be approved by Coler Shows

First preference will be given to vendors from the King City community followed by vendors from the greater York Region area and GTA.

### Application deadline

Vendor applications must be completed and returned on or before Nov. 13, 2022.

Email: [mary@colershow.ca](mailto:mary@colershow.ca) or call 416 908 8701.

### Note

All food and farm vendors must fill out and submit to York Region, along with this application, the York Region Vendor Application Form for Special Events (see attached).

The King City Holiday Market is not responsible to send this on your behalf.

### Set up

Vendors will be expected to be on-site at Villanova College for set up

Friday November 18, 2022 from 7 pm to 10 pm and

Saturday November 19, 2022 by 7 am. to set-up and remain until 4pm on Sunday November 20, 2022 pm and maintain coverage of their tables at all times.

All break-down and clean-up is the responsibility of the vendor.

All items or ingredients prepared outside of the King City Holiday Market must be prepared in an inspected kitchen

If you have any questions, feel free to contact Mary Frasca [mary@colershow.ca](mailto:mary@colershow.ca)

We're looking forward to connecting with you and making the King City Holiday Market the place to be this festive season...finally!

Sincerely,

The King City Holiday Market Team

THE KING CITY HOLIDAY MARKET – 2022 VENDOR APPLICATION

Name: \_\_\_\_\_

Name of business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: Cell # \_\_\_\_\_ Business # \_\_\_\_\_

Email Address: \_\_\_\_\_

**Note:** if multiple tables are required, they can be provided for an additional cost.

List all items to be sold below, include separate sheets if necessary.

Items produced by vendor:

Items not produced by vendor:

Having read and understood the rules and regulations thoroughly, I hereby 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 King City Holiday Market if I am found to be in noncompliance.

Signature of vendor:

\_\_\_\_\_

Date:

\_\_\_\_\_

## Rules and regulations

### Location

Villanova College Athletics Centre - 2480 15th Sideroad, King City, ON L7B 0P5

### Note

Registered Service Animals are welcome.

## Vendor responsibilities

All Food and beverage and farm vendors must fill out and submit to York Region 'the York Region Vendor Application Form for Special Events' (see attached). A copy of the above York Region Vendor Application form must be attached with this application.

The King City Holiday Market is not responsible to submit these forms on your behalf.

No produce will come directly or indirectly from the Ontario Food Terminal.

Compliance with both provincial and federal sales tax regulations are the responsibility of the individual vendor.

No person shall sell or offer for sale food that does not conform to the Public Health Act and all regulations made thereunder.

No vendor shall sell produce labeled "organic" unless the produce is grown on a certified organic farm and has proof thereof.

Vendors agree to accept full responsibility for any loss, damage or accident occurring at the King City Holiday Market as a result of negligence or willful default on the part of the vendor.

All vendors are responsible for compliance with health regulations.

All vendors shall label their products clearly by type and price.

All vendors agree to practice friendly customer service and not to engage in distress pricing.

Vendors are responsible for keeping their table area neat and clean at all times. At the end of the event, the Vendor is required to remove everything from his/her space and floor area.

Subletting of tables is not permitted, except for a member of the immediate family, and in that case, with the approval of the King City Holiday Market.

The King City Holiday Market has the right to move vendors to any location within the King City Holiday Market area.

All vendors are responsible for notifying The King City Holiday Market, in writing and one week in advance of the event, if they are unable to attend.

Vendors are responsible for obtaining all permits required in the production and sale of their goods.

### **Set up**

Vendors must arrive to the King City Holiday Market by 8 a.m. and ensure they are ready to sell by 10 a.m.

Vendors must stay within the boundaries of their table.

The King City Holiday Market shall have the right to approve any signs, decorations or displays in the vendor's space and/or request changes or removals if necessary.

No vendor shall make any changes or alteration to Villanova College property.

No signs or other material shall be affixed to any walls inside Villanova College.

Vendors shall remain in their own market space when selling. Sales shall be conducted in an orderly manner.

Vendor tables must be attended to at all times through to the end of the market day by a responsible person. No objectionable means of soliciting shall be permitted.

The King City Holiday Market cannot be held responsible for items destroyed by fire, vandalism, theft, or any other cause.

Stereo equipment, televisions, VCR's or any other machinery which produces sound will be permitted only with the approval of the King City Holiday Market.

Vendors shall not block walkways or fire exits or other vendors' tables.

All Vendors shall post their name and address in a prominent and visible location including all required licences, i.e. Health Unit, etc.

Origin of products

## THE KING CITY HOLIDAY MARKET – 2022 VENDOR APPLICATION

Vendors shall only sell those items which are approved by the King City Holiday Market.

All produce, plants, flowers and meats must be produced, grown and processed in Ontario

### **Penalties**

Any person who contravenes any of the provisions of these rules and regulations is subject to the cancellation of their table space at the King City Holiday Market and no refund.

### **Payment**

Please send etransfer to [mary@colershow.ca](mailto:mary@colershow.ca)

\*\*space agreement is only binding once payment has been received