



SR/Inv:

Downtown Community Market

Saturday, May 6 – October 7, 2017

8:30 am – 2 pm

Downtown Penticton

VENDOR APPLICATION

Cash, cheques, e-transfer and credit card accepted at the time of registration.
Please make cheques payable to **Downtown Penticton Association**

Business Name: _____ **Contact:** _____

Address: _____

City: _____ **Postal Code:** _____

Phone: _____ **Cell:** _____

e-mail: _____

- Type of Vendor:**
- | | | | |
|---------------------------------|-------------------------------------|--|--|
| <input type="checkbox"/> Artist | <input type="checkbox"/> Crafter | <input type="checkbox"/> Imported Goods | <input type="checkbox"/> Prepared Food |
| <input type="checkbox"/> Other | <input type="checkbox"/> Non-Profit | <input type="checkbox"/> Downtown Business | <input type="checkbox"/> Farmer |

Brief description of products you wish to sell: _____

COMMUNITY MARKET RATES FOR 2017 (all rates include insurance and GST)		
10x10 Vendor - Full-season pass (22 markets)	\$700.00	
10x10 Vendor - Early bird full season pass (MUST BE PAID BY MARCH 31, 2017)	670.00	
10x10 Vendor - Drop-in Rate (each market)	45.00	
Power: \$10.00/market x _____ market(s) Power or Generator	10.00/each	
Long Weekend Only Rates (includes May 20/Aug 5/Aug 12- Peachfest Market/Sept 2 & October 7) - payment must be received by FRIDAY before weekend or earlier to have spot reserved)	10x10 \$75/day Sidewalk	
July 1, 2017 is NOT included – it will be a separate application	\$35/day	
2'x8' table - Sidewalk Vendor - Full-season pass	\$410.00	
2'x8' table - Sidewalk Vendor - Drop-in (each market)	25.00	
2017 Admin Fee (1 time fee)	10.00	10.00
GST # 861170124 **No pro-rating throughout the season**	TOTAL	

I /we have read the information and regulations for the Downtown Community Market. I agree to follow them and acknowledge that if I do not I will be removed from any farther markets for the year.

Signature	Date



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Return to the DPA Office

Office Use Only:

Date Received: _____		Amount Paid \$ _____		License Paid _____	
<input type="checkbox"/> Etransfer		<input type="checkbox"/> Cash		<input type="checkbox"/> Cheque	
Cheque No.		Receipt No.			
Credit Card Type:	Credit Card #:	Exp. Date:	CVV#:		
10x10 Vendor:	Full Season				
	Drop in date (s) :				
Sidewalk Vendor	Full season				
	Drop in date (s) :				

Date: _____ **Pd:** _____ **Method:** _____ **Receipt:** _____

Date: _____ **Pd:** _____ **Method:** _____ **Receipt:** _____

Date: _____ **Pd:** _____ **Method:** _____ **Receipt:** _____

Date: _____ **Pd:** _____ **Method:** _____ **Receipt:** _____

2017 MARKET SCHEDULE

March 4	Vendor sign-up and Information Day		
May 6	First Community market	July 29	
May 13		August 5	BC Day long weekend
May 20	Victoria Day long weekend	August 12	Market on Martin Street
May 27		August 19	
June 3		August 26	
June 10		September 2	Labour Day long weekend
June 17		September 9	
June 24		September 16	
July 1	Canada 150 Celebration – separate application	September 23	
July 8		September 30	
July 15		October 7	Thanksgiving long weekend
July 22			LAST OUTDOOR MARKET



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Information and Regulations Vendors please keep for your information

- **Market hours:**

8:30 am – 2 pm, Saturday, May 6 – October 7, 2017

- **Set-up:**

Set-up starts at 6:30 am. **Vendors MUST be set up by 8 am and must not take down until 2 pm.** Vendors must remain open during the designated market hours, leaving early is not permitted. Belongings must be packed up before bringing vehicles on to the street.

Note: NO vehicles are allowed on the street until 2:15 pm. Failure to comply will constitute automatic dismissal for the market season. NO refund will be given.

All vehicles must be moved to the designated parking area by 7:45 am. Please adhere to all bylaw and parking regulations.

Access to the 200 block will be via Nanaimo Avenue WEST from Martin Street. The 300 Block can be accessed from Main Street North or Wade Avenue West. No wrong ways, no moving barricades and please respect traffic flaggers.

- **Parking:**

There are no assigned spots for vendors to park. Please familiarize yourself with paid parking by-laws. All vendors or support vehicles not in designated areas will be subject to City of Penticton by-laws including timed parking for Saturdays.

- **Vendor Spaces**

Street booths are a maximum of 10' x 10'. Sidewalk spaces are 8' max.

Vendors must supply their own tables and chairs. Booth coverings (canopies, umbrellas, or tents) are *strongly* recommended. Sidewalk vendors may use an umbrella for covering, tents are not allowed on the sidewalk.

Vendor fees are *non-refundable* and are *non-transferable*.

- **Food Concessions Vendors:**

Food concessions must carry Limited Liability Insurance, Food Safe and be registered with the Regional Health Authority with their Short Term Food Permits and be inspected by the Fire Department.

Note: Copies of all permits MUST BE provided to the DPA prior to admittance to the market. All vendors using electricity MUST use heavy duty extension cords approved for outdoor use. All vendors using propane must have proper certification for the use of propane. All food concessions preparing food using canopy tents must have approved fire-rated canopies.

- **Liability:**

Approved vendors are solely responsible for products, equipment and other possessions, and for their business practices. By making application to the Downtown Community Market for vendor status, the vendor agrees to indemnify and save harmless the Downtown Community Market, the City of Penticton, the Downtown Penticton Association and its directors, employees and agents from any loss incurred by the vendor or from any action or claim of any nature by any person. The vendor also agrees to abide by the Rules and Regulations set out by the Downtown Community Market.

- **Downtown Penticton Association members:**

Downtown Penticton Association members are entitled to one 10' x 10' space at no charge. Any additional space(s) will be charged at the published rates.

- **Questions ? Email DPA office - jackey@downtownpenticton.org or call 250-493-8540.**

3 - 212 Main Street ~ Penticton, BC ~ V2A 5B2

P: 250.493.8540 F: 250.493.9170 jackey@downtownpenticton.org