

**STATION STREET MARKET
2024 VENDOR APPLICATION FORM**

Sundays from June 2 – September 29*

*No Market on June 23 (Roots and Fruits Expo) or September 22 (Festival of the Grape)

9am – 1pm on Station Street between the Visitor Centre and Coast Hotel

Vendors must MAKE IT, BAKE IT, CREATE IT, GROW IT.

- Vendors must apply and be notified of acceptance. Please ensure your application is complete, including all requested information, signed and initialed rules and regulations, and certificates for faster decisions.
- Allow a minimum of two weeks for approval.
- Payment is due within 48 hours of approval. (Payment instructions will be given upon approval. Etransfers, Credit Card, Cheque, Cash will be accepted)
- Vendor Applicants under 18 years old must have an adult sign and always accompany them.

***Personal Name:**

Business Name:

Mailing Address:

Telephone:

Email:

Website/Social Media Handles: _____

Please circle/highlight which category best suits your booth?

Produce/Meat/Eggs Prepared Food Artisan / Craft Organization / Non Profit Food Truck

Please list the products that you will be exhibiting: _____

Please select your participation:

<input type="checkbox"/>	Full Season (16 markets) \$320 + gst	<input type="checkbox"/>	10 Passes - \$250 + gst	<input type="checkbox"/>	Day Pass - \$30 + gst
--------------------------	---	--------------------------	-------------------------	--------------------------	-----------------------

<input type="checkbox"/>	June 2	<input type="checkbox"/>	June 9	<input type="checkbox"/>	June 16	<input type="checkbox"/>	June 30
<input type="checkbox"/>	July 7	<input type="checkbox"/>	July 14	<input type="checkbox"/>	July 21	<input type="checkbox"/>	July 28
<input type="checkbox"/>	August 4	<input type="checkbox"/>	August 11	<input type="checkbox"/>	August 18	<input type="checkbox"/>	August 25
<input type="checkbox"/>	Sept 1	<input type="checkbox"/>	Sept 8	<input type="checkbox"/>	Sept 15	<input type="checkbox"/>	Sept 29

I confirm that the information provided in my application is, to the best of my knowledge, true and accurate and that I agree to represent my products at the Station Street Market in accordance with the rules and responsibilities.

Name: _____

Date: _____

Signature: _____

STATION STREET MARKET (SSM) VENDOR RULES AND RESPONSIBILITIES

Please initial each line for acceptance and understanding and submit with your signed application. The following Rules and Responsibilities for the SSM will be enforced and we request your help in adhering to them. Please retain a copy of your application for future reference.

1. All products sold at SSM must be approved by the Vendor Committee. SSM reserves the right to request the removal of all products not approved for sale at the market. Any proposed additions or changes to approved items require preapproval of the SSM. **Initials**
2. All prepared foods must be wrapped or covered and displayed behind Perspex or glass. Any food vendor selling preserves, relish, chutneys and/or pickled items are required to have their products tested by an approved laboratory and attach results. **All Food Vendors must attach a current Food Safe Certificate copy and/or Interior Health Short Form Permit. Initials**
3. Produce and food vendors must display their product a minimum of 8 inches above ground or floor level. Vendors selling products by weight must use a scale that has a current certification in accordance with the provisions of *The Weights and Measures Act* of Canada. **Initials**
4. The Market is a **RAIN OR SHINE** event. The Sunday market runs from 9:00 am to 1:00pm. Set up begins at 7.30 am and each vendor must be ready to operate by no later than 8:50 am. All vendors must remain until close of market at 1:00pm even in the event their product sells out. Vehicles are not allowed to enter market space between 8:45 and 1:00pm. **Initials**
5. Electricity – There is no electricity available. **Initials**
6. Taxes – Vendors are responsible for meeting their own taxation requirements. **Initials**
7. Safety and Security – Vendors are responsible for the security and safety of their products while at the Market. The SSM is not responsible for any loss, theft, or damage to vendor merchandise, displays or products at any time while at the Market. **Initials**
8. Day vendors must apply to the SSM for approval of their product before they will be permitted to attend. Day vendors are to be on site 40 minutes prior to market opening. **Initials**
9. All vendors must have a tent and properly secured it using weights or sandbags. Tent pegs are **not** permitted due to irrigation lines. Vendors are to supply their own tables, chairs, and displays. The entire display including signage must be contained within the assigned 10'x10' site. **Initials**
10. Due to health guidelines vendors may not bring pets to the market. Service dogs are permitted. SSM is a non-smoking site – vendors are requested not to smoke within the perimeters. **Initials**
11. All vendors are to remove their own garbage from the Market premises at the end of the day. The market is striving to be environmentally responsible, and we greatly appreciate your support and contribution to these efforts. Vendors are encouraged to offer reusable, biodegradable or recyclable packaging. A waste container is required in front of your booth if you are selling or giving out products that will result in immediate waste (ie sample cups, plates). **Initials**

12. After unpacking vendors must remove their vehicles from the site (unless the vehicle is part of approved vendor display and completely within the site space). Please park vehicles as far away as possible to allow parking for customers. **Initials**
13. Site assignment is at the sole discretion of the Market Manager and the SSM. Seasonal vendors will be assigned to a site, and it will be their site for the duration for the Market season. If a seasonal vendor is not on site by 8:30, their site may be available to Day Vendors. **Initials**
14. The Market Coordinators or Vendor Committee reserves the right to prevent the sale of any inappropriate product and the distribution of literature, political or religious material, or any article deemed not to be in the best interest of the Market. Petitioning, Political Campaigning, and/or soliciting are prohibited. **Initials**
15. Stall Fees – Upon acceptance by the Vendor Committee market fees are due within 48 hours and are nonrefundable. Appeals, based upon emergency and extenuating circumstances will be reviewed by the Market Coordinators. **Initials**
16. Missed Days – The Market Manager must receive notification of cancellation by Friday at 12:00 pm for a Sunday's Market. Refunds are not available for market days missed. Vendors who do not show up for the market, and were not pre-paid, will not have spaces held for them for future markets without pre-payment. **Initials**
17. Vendors must show current CGL in advance of market attendance. Minimum \$2 million liability and that you are covered off site and at our event on your chosen dates. **Initials**

Event Location – 6359 Station Street, Oliver

Organized by the South Okanagan Chamber of Commerce – Box 1414, Oliver, BC, V0H 1T0

18. **I GIVE / DO NOT GIVE (please circle one)** permission to SSM to have photos taken of my booth or individuals working at my booth, which the SSM may use for any promotional material. **Initials**
19. Vendors are asked to conduct themselves with kindness and respect towards customers and other vendors. Please direct any concerns about other vendors, patrons, management, or policies to the Market Coordinators. Any unprofessional conduct including the use of profane language, badgering customers may be considered grounds for dismissal from the market. **Initials**

AGREEMENT OF COMPLIANCE

I have read and am fully aware of the current Rules and Responsibilities of the Station Street Market and confirm that I have all required health and safety inspections, permits and business liability insurance. I hereby agree to comply with these rules and responsibilities to help make it a successful and enjoyable market for everyone. I also agree to comply with all Federal, Provincial and Municipal regulations that may apply. I understand that I may forfeit my right to sell at the Station Street Market if I am found to be in non-compliance.

Signature: _____

Date: _____