



# ECOTAY

*events made meaningful*

## **2023 Market Vendor Application Form**

Thank you for your interest in becoming a vendor at the Ecotay Market! Our goal is to create a welcoming space for people to gather and connect while supporting local artisans, makers, farmers, organizations, and businesses.

**This season our market will be held from 10:00am until 3:00pm.**

### **2023 Dates**

July 2nd

August 27th

October 8<sup>th</sup>

**\*\* November 12<sup>th</sup> \*\***

**\*\*Our Christmas market will have a separate application released closer to the date\*\***

If you are interested in participating in the July, August, or October markets, please complete and return the application form including the signed vendor agreement. If you do not have social media or a website where we can take a look at your products and/or services, please include a couple photos along with your application.

**The deadline to apply is February 28<sup>th</sup>, 2023.**

Once the application deadline has passed, those who have received a spot will be notified of their confirmed dates. Only then is payment required to secure your spot.

**Please do not send money until you have been asked to do so!**

**Contact Information**

You name:

Company Name:

Email Address:

Telephone:

Full Mailing Address:

Website:

Instagram:

Facebook:

**Products to be sold & brief description of business:**

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**Once vendors have been selected and payment has been made,  
date changes are not permitted.**

**Refunds will not be given for cancellations made within 60 days of the market.**

**2023 Rate**

Per Sunday - \$50

**2023 Rate with hydro hook up:**

Per Sunday - \$55

Prices include hst and receipts will be sent out via email.

**I would like to attend on the following dates:**

July 3rd

August 27<sup>th</sup>

October 8<sup>th</sup>

Do you require hydro?  yes  no

**If you can ONLY participate if you are indoors, please check this box**

## Rules and Regulations/Policies

1. Outdoor vendor spaces will be approximately 10 feet in width by 10 feet in depth while indoor spaces will be approximately 10 feet in width by 5 feet in depth. Indoor spaces are limited so if you can ONLY participate if you are indoors, please select the box above.
2. Outdoor vendors are responsible for their own tables, chairs, tents, as desired/needed. Indoor vendors will have a table and chairs at their spot.
3. Vendors must provide their own liability insurance. This can be purchased very easily online through duuo.ca (reference Ecotay when purchasing to receive preferred pricing) or through your own insurance provider.
4. All food vendors are required to notify the Lanark Health Unit of attendance in the Market and food consumption can only happen when all health regulations are being followed.
5. Proof of certification is required for foods identified as "organic". No use of the word organic, or any form of the word, can be used by a vendor unless certification is approved.
6. Ecotay reserves the right to limit the number of vendors in a particular category (ie. jewelry, food, soaps, clothing, etc.).
7. Vendors will have a designated time to arrive and unload their vehicle close to their spot. Vehicles must be parked in the designated parking area by 9:30am. All vendors must be set up by 9:45am. Food will be available prior to opening so that vendors have time to eat before the market opens.
8. Vendors are permitted to promote their products and services and offer samples only within their allocated space.
9. All vendors must stay until the end of the market. Vendors must plan to keep their entire setup in place until the market has closed. If a vendor has sold out, vendors are free to put up a sign to that effect and leave an empty booth. The booth itself, though, must remain setup until closing time.
10. Each vendor's allocated space is the vendor's responsibility and the ground beneath each space must be clean after use.
11. Vendors shall treat the public, other vendors, and the market management team with courtesy and respect. If vendors have any concerns, please contact one of the Ecotay team so we can discuss and resolve any issues as they arise. We want vendors to enjoy their experience and time spent here!

Vendor Name (please print): \_\_\_\_\_

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_