

# Halloween Market – Pioneer House

Welcome and thank you for participating, please review and complete this form.

**Event:** Halloween Market

**Date:** Oct 28<sup>th</sup>, 2023 / 11:00am – 4:00pm

**Location:** Pioneer House 10102-100 Ave Fort Saskatchewan

**Fees:**

6” Tables and 2 Chairs

\_\_\_\_ \$85.00 + GST per table extra table 30% off

\_\_\_\_ \$0.00 + GST Power is provided, however limited, please provide your own extension cords, this will be a first come first serve basis.

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

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

Business email: \_\_\_\_\_

Cell: \_\_\_\_\_

Business Website or Social Media link : \_\_\_\_\_

Brief Description of what you sell:

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**The fee is due within 24 hours of receiving the invoice failure to do so may result in loss of table(s).**

**Vendors are not considered accepted until payment is received.**

- Fees are not refundable if cancellation occurs by vendor. NO EXCEPTIONS.
- No table sharing with other vendors or multiple MLM on the same table.
- Square cards are permitted; organizer does not hold any liability to any transactions done during venue, vendors are responsible for ensuring adequate float for the event.
- Vendors are responsible for set up and take down of all their products, please do not start packing before closing of the Market.
- No open flames allowed.
- Set up is available from 9:00 am – 10:45 am day of the event.

- Vendors are provided a table and 2 chairs and have access to the facilities bathrooms, water, hand washing stations, etc.
- If you have children under the age of 10, please arrange for childcare.
- Vendor hereby agrees to indemnify and hold harmless Vanda Costa with any losses, liabilities and claims arising out of or relating to the Vendors presence at the venue.
- Vendors are required to share and post the event on social media and websites.  
Vendor that do not advertise event will not be invited back to Markets.

### **Provided by VC Vendor Events:**

#### **Advertising:**

- Paid Kijiji and Facebook ads that will start running 30 days before the event
- Event will be posted Eventbrite, allevents.in, Global event calendar, Family fun Edmonton, Edmonton Events, Edmonton Journal events, ckua.com, etc.
- Posters will be put up minimum 30 days prior to event.
- A frame signs will be set up 1 day prior to event.

#### **Door Prizes:**

- Movie Tickets, Gift cards, Toys, Electronics Etc.

Payments can be made thru EMT, Credit Card.

If event is shut down due to pandemic or any other causes out of our control, 30 days or less prior to event, only 90% of funds will be returned to vendors the 10% will cover any expenses already incurred.

During COVID pandemic: Due to constant changes in regulations if occupation restrictions are once again applied, we request a limit of "1" vendor per table in order meet occupation requirements.

Please send the agreement to [\*\*vandacostaevents@gmail.com\*\*](mailto:vandacostaevents@gmail.com) once you are approved you will receive Invoice. The fee is due within 24 hours of receiving the invoice failure to do so may result in loss of table(s).

Signature:

Date: