

2023 FALL FESTIVAL & FUN RUN MARKET RULES

(Saturday, October 28, 2023)

Hours: 11:00 a.m. – 3:00 p.m.

Location: Waterwheel Square

Set-up: 9:00 a.m. – 11:00 a.m.

Take-down: 3:00 pm. – 5:00 pm.

1. All vendors are required to follow the rules. This outdoor market is a rain or shine market.
2. Application to the market is first come, first served, with a limited number of spaces available. Please get your application in early if you wish to be a vendor.
3. All applicants must complete and sign an application form including a statement that the applicant has read and agrees to the rules as laid out below and agree to comply with the terms and conditions of this agreement in its entirety.
4. Vendors are assigned a minimum 10' x 10' space. Some stalls vary in size and shape.
5. Applications must include a detailed description of ALL goods; goods not permitted are drugs, marijuana edibles or drug paraphernalia, garage sale items, antiques and vintage items.
6. Vendors must provide their own display equipment, shelter, signs, and stock the stall fully before the start of the market. Once unloaded, move all vehicles away from the downtown area to ensure shoppers can find a parking space.
7. Vendors must keep the stall space and surrounding area (i.e., sidewalks) clean and ensure that all health regulations are met.
8. Vendors are expected to keep access open to neighbouring stalls and allow for flow of customers; be polite and courteous to other vendors and the public; refrain from smoking in the market area; keep pets away from the market area. We reserve the right to remove vendors and their stalls from the market area if their conduct is unreasonable or contrary to market rules.
9. Food vendors selling products not on the Lower Risk list produced by the BC Centre for Disease Control must include an approved Temporary Food Market Application. Information available at <http://www.viha.ca/mho/food/>.
10. Products and produce should be appropriately packaged, containers should be clean and sanitary; clearly and fully labeled with all ingredients listed; carry the producer's name and address or phone number, e-mail address or website for value-added products.
11. Vehicles are allowed into the market area between 9:00 a.m. and 10:30 a.m. for quick unloading into their stall. Vehicles must be removed before the tent and stall is set up.
12. Vendors must park away from Willow Street. We want the customers to have all the available spaces. Thank you for helping us to maximize the number of customers for the market.
13. Don't be late! Arrivals after 10:30 a.m. will need to carry in all their products and equipment as the street will be blocked off.
14. The stall should be packed up between 3:00 p.m. and 5:00 p.m. – the tent collapsed, and all items moved to the rear of the stall before the vehicle is brought in for loading. Vendors should remove all garbage and take it with them at the end of the day. Please do not put your garbage in the trash bins in Chemainus.

- 15. All fees are non-refundable. The only exception to this is the unlikely event that the Fall Festival is cancelled in which case the full fee will be refunded.
- 16. Public washrooms are located in Waterwheel Square beside the Museum.
- 17. We reserve the right to refuse an application from any vendor without cause. We do not expect to exercise this right except in the case of Vendors who have not followed the rules.
- 18. The Chamber staff has the authority to regulate all market activities on site. To appeal a decision made by the Chamber staff, write to: The Events Committee, Chemainus + District Chamber of Commerce, PO Box 575, Chemainus, BC V0R 1K0.
- 19. Vendors are solely responsible for their products, equipment, and other possessions, and for their business practices. By making application to the Chemainus + District Chamber of Commerce Fall Festival & Fun Run 2023 for vendor status, the vendor agrees to indemnify and save harmless the Chamber, its directors, employees, and agents, from any loss incurred by the vendor, or from any action or claim of any nature made by any person.

FOOD VENDORS

If you are selling higher risk foods, please attach a copy of:

- An approved Temporary Food Market Application.
- An updated Food Safe Certificate.

CRAFTER AND ARTIST DECLARATION

ALL VENDORS

I, (print name _____), have read the “2023 Fall Festival & Fun Run Market Rules and agree to abide by all rules and regulations set out by the Chemainus + District Chamber of Commerce. I understand that failure to abide by these rules shall result in my exclusion from the market without reimbursement of any paid fees.

I, (print name) _____, hereby consent to the collection, use, and disclosure of my personal and business information provided in this form. I understand and agree that this information, and photographs taken of myself and my vendor stall, may be disclosed to the public and to the media by the Chemainus + District Chamber of Commerce, and may be included in publicly disclosed committee and board reports, agendas, and on the Chemainus +District Chamber of Commerce’s website, and social media platforms.

I, (print name) _____, hereby consent to the use of the email address listed above for commercial electronic message and communication purposes from the Chemainus + District Chamber of Commerce.

Applicant Signature

Date

Please return completed application to the Chemainus + District Chamber of Commerce

By Post: P.O.Box 575, Chemainus, BC, V0R1K0 | By Fax: 250-246-3251

By Email: events@chemainus.bc.ca or chamber@chemainus.bc.ca