



The Cottage Market at Forth

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The Cottage Market at Forth Vendor Application 2019

We are so exciting that you are interested in joining us as a vendor at the Cottage Market at Forth!

We will be in touch with you EITHER way (if you are accepted as a vendor or if we are full up).

Prompt payment of Vendor Fees will ensure you are guaranteed a table in the market. We will not hold a spot without payment for more than 24 hours and absolutely not hold it past the payment cut off dates (10 business days prior to each market). Do not issue payment until after you have been offered a table by the organizer.

Please e-transfer vendor fees to cottagemarketwinnipeg@gmail.com.

2019 Vendor Table Fee

\$75.00 per market date

This includes a 6 ft table (or equivalent) and 1 chair

Table coverings will not be provided by the market organizers. Please bring your own table coverings.

We have a limited amount of vendor spaces available. We have 15 tables available until May 29th and following that we will have 30 – 32 spots up for grabs. Set up will be on a first come, first serve basis. Of the 15 tables available five are in the basement level next to the Pinball gallery. This area is clearly visible from the back of the main floor and we will be posting signage to direct shoppers down to the gallery and to the vendors situated on that secondary floor.

Registration payment

Registration fee must be sent via e-transfer to Bluestone Cottage at cottagemarketwinnipeg@gmail.com at least 10 business days prior to the market. We need our vendors confirmed 10 business days prior to the market in order to satisfy the demands of the Health Inspector. Thank you for your understanding. Once your application has been reviewed we will contact you to offer you a table space (or if we are fully we will let you know that as well). Once you have been offered space please promptly submit your registration fee.

Payment cut off dates:

April 3 – payment by March 20

April 17 – payment by March 3

May 1 – payment by April 17

May 15 – payment by May 1

May 29 – payment by May 15



June 12 – payment by May 29

June 26 – payment by June 12

Load In information

Load in must occur from the loading dock and/or back door. The loading dock is unfortunately not at ground level. Organizers will be on site to assist as much as possible. Load in can start after 9am. Vendors MAY NOT load in through the café front doors.

Set up Times

Load in can begin after 9 am. Vendors must leave their displays set up until 3:15pm unless they have been given specific allowance to tear down early by the on-site organizer.

To apply to be a vendor please fill out the following form and return it to us ASAP.

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Business or Vendor Name:

Operator:

Home Address:

Phone/cell:

Email address:

Product Information:

What items do you intend to sell at the market:

How are they packaged:

Require access to power? _____ yes _____ no

Access to power is limited. Please specify if you need an outlet (extension cords will not be provided) and what you need it for. We will do our best to accommodate your request.



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Please select the market days you wish to participate in:

Dates:

2019

April 3 _____ yes

April 17 _____ yes

May 1 _____ yes

May 15 _____ yes

May 29 _____ yes

June 12 _____ yes

June 26 _____ yes

*we may not be able to accept every application for every market – we will confirm for each date separately.

*we are breaking for summer but will be back in the fall. Dates TBD!

For Food Producers

**produced food products require a detailed ingredient list to be submit by the organizer to the Health Inspector 10 days prior to each market. Please attach a detailed ingredient along with this application. Thank you.

Do you have a Permit to Operate a Food Service Establishment: _____ yes _____ no

**attached is a copy of the permit _____ yes _____ no

**attached is a copy of your valid food handlers certificate _____ yes _____ no

Business name the permit is issued to:

Facility Number:

Address the permit is issued for:

Effective date:

Expiry date:



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Licenses/Certificates/Insurance: I have read and understand guidelines present to me by the City of Winnipeg/Province of Manitoba/Health Canada that pertain to my business and will be responsible for any Licenses/Certificates/Insurance that I must have on hand and will present document if asked by an Inspector.

The Cottage Market at Forth, Bluestone Cottage Café Inc. and Forth Projects Ltd. is not responsible for lost or stolen items. Be aware of your surroundings. Get to know your neighbours. If you have any questions, please ask an event organizer. An organizer will be on site from 9am until 4pm.

I apply to be a vendor at The Cottage Market at Forth. I fully understand that there are a limited number of tables available and submitting this application does not ensure participation in the market. I declare that all information on this form is accurate and I agree to pay the vendor fee upon offer of space at the market.

_____ Signature

_____ Name

_____ Date