



# Coombs Christmas Fair

## 2019 VENDOR APPLICATION

Arrowsmith Agricultural Association

PO Box 195 1018 Ford Road

Coombs V0R 1M0

www.coombsfair.com

Home of the Coombs Fair

Celebrating Agriculture since 1913

**Saturday, December 7 and Sunday, December 8, 2019 10:00 am - 4:00 pm**

**Vendors can choose to attend on one or both days of our Craft Fair**

BUSINESS NAME: \_\_\_\_\_ CONTACT PERSON: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

DESCRIBE YOUR PRODUCTS AND PRODUCTION METHOD (please email photos of work or include website/FB): \_\_\_\_\_

1) **Space Requested:** Both days: \_\_\_\_ Saturday only: \_\_\_\_ Sunday only: \_\_\_\_ 2) **Table choice:** 1-8' \_\_\_\_ or 2-6' \_\_\_\_ (L-shape only)

**Two days** \_\_\_\_\_ # of spaces x \$90 per space Indoor Fee: \$ \_\_\_\_\_

**One day only** \_\_\_\_\_ # of spaces x \$50 per space Indoor Fee: \$ \_\_\_\_\_

Outdoor tent space \_\_\_\_\_ # of spaces x \$50 per space Outdoor Fee: \$ \_\_\_\_\_

Electrical Access: **\$5 per day used**, you must bring your own extension cords \$5 x #days \_\_\_\_ \$ \_\_\_\_\_

**TERMS:** *Please make cheques payable to Arrowsmith Agricultural Association* Total Payment: \$ \_\_\_\_\_

1. New vendors will be approved prior to acceptance of application and processing of payment. We reserve the right to select vendors based on the product quality and/or to ensure that we have a suitable variety of products. Preference will be given to local artisans or crafters who personally make their own products and/or produce the raw materials that go into them. Product prices should be reasonable (no dumping). Limited trade booths.
2. Registration form and payment (cheque to Arrowsmith Agricultural Association, Visa or e-transfer) can be sent in now to reserve your spot. 30 day cancellation policy, no refunds after November 7.
3. Hall access for vendor setup: Friday night from 6-8pm and Saturday or Sunday at 8am.
4. Vendors must unload their vehicle and then immediately remove it from the prime parking/unloading area to allow other vendors access. **All vendor vehicles must be moved by 9:30 am to designated vendor parking area.**
5. Tables must be covered and skirted by the vendor. Extra stock must be kept tidy and out of sight when possible. Products and/or display must not overflow into the aisles in a manner that will obstruct the flow of traffic or another vendor's space. Tables and painted walls may not be tacked, taped or stapled. Overhead hooks for walls are available.
6. **All vendors must remain in place until 4:00 PM on both days, and agree to not pack up or remove goods prior to that time.**
7. Vendors of food follow the [Guideline for the Sale of Foods at Temporary Food Markets](#), including documentation from IHA for any high-risk food products (preserves, dairy, eggs, meat). All food must be properly packaged for sale and not for immediate consumption. Food vendors must include a certificate of liability insurance with your application showing Coombs Christmas Fair and Coombs Fair as co-insured.
8. The Arrowsmith Agricultural Association will not be responsible for any loss, damage or injury while at the sale.

By signing this agreement, you, the vendor, agree to abide by the above terms. Completed applications may be emailed, faxed or mailed.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Fees Paid: \_\_\_\_\_ Date: \_\_\_\_\_ Received By: \_\_\_\_\_



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## 2019 VENDOR INFORMATION

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Coombs V0R 1M0  
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*Home of the Coombs Fair*  
*Celebrating Agriculture since 1913*

**Saturday, December 7 and Sunday, December 8, 2019    10:00 am - 4:00 pm**

***Retain this sheet!***

### **Vendor Selection:**

New vendors will be approved prior to acceptance of application and processing of payment. We reserve the right to select vendors based on product quality and/or to ensure that we have a suitable variety of products. Preference will be given to local artisans or crafters who personally make their own products and/or produce the raw materials that go into them. Product prices should be a retail for-profit price (no dumping). We do allow a small number of non-craft or trade booths to participate in our event; this number is capped.

### **Registration:**

Send in your registration form and payment as soon as possible. **New applicants** must have their products approved by our committee in order to have a reserved space at our sale, be sure to email photos or include website/FB link.

Payment by cheque, (hopefully we will soon be able to accept visa or e-transfer); no refunds after November 7, 2019.

### **Vendor Setup:**

Both halls will be open for setup on Friday from 6-8pm and Saturday or Sunday at 8am. On each table you will find a parking pass, please make sure this is placed on the dash of your vehicle. Vendors must quickly unload their vehicle and then immediately remove it from the prime parking/unloading area to allow other vendors access. **All vendor vehicles must be moved by 9:30 am to designated vendor parking area.**

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4. The Arrowsmith Agricultural Association will not be responsible for any loss, damage or injury while at the sale.

We thank you for choosing to participate in our Christmas Fair. All funds raised from this event go to support events and activities at the Coombs Fairgrounds. Please go to [www.coombsfair.com](http://www.coombsfair.com) to learn more about us.

Contact Info:

**Janet Boley**  
250-752-9757  
[jboley@shaw.ca](mailto:jboley@shaw.ca)

**Debbie Adkins**  
250-954-7434  
[debadkins@shaw.ca](mailto:debadkins@shaw.ca)