

**Swift Current Downtown Market Square
2017 Vendor Application Form**
Market Square on Central Avenue and Chaplin Street East
Market Operating Hours: 10:00 am – 3:00 pm

Mail to: Box 340, Swift Current, Sask. S9H 3W1
Phone: (306) 778-2723 Fax: (306) 778-2194 admin@swiftcurrent.ca

Vendor Business Name: _____
Vendor Contact Name: _____
Vendor Address: _____
City: _____ PC: _____
Home Phone: _____ Business Phone: _____
Cell #: _____ Email/Fax #: _____

Eligibility Criteria:

1. Vendors will be chosen to create a good Market Mix.
2. Vendors can include, but are not limited to: fresh farm produce, merchandise, craft tables, food sales, face painting, and much more.
3. Vendors must comply with Health Rules and Regulations of Saskatchewan Ministry of Health.

Dates: The following are the dates for the Market Square 2017 Season:

June: 17, 24
July: 1, 8, 15, 22, 29
August: 5, 12, 19, 26
September: 2, 9, 16, 23, 30

Product Description: _____

Stall Requirements: Stalls are 10' x 10'

1. Do you require a powered stall? Yes ___ No ___ (There is a \$5 charge for a powered stall, but due to limited quantities, powered stalls will be allocated based on need.)
2. Please note that you must supply all your own tables, coverings, extension cords, etc.
3. Stall must be cleaned and free of debris once vendor has concluded sales for the day.

FEES:

Daily rate is \$30.00 per stall (additional \$5 for powered stall).

Payment Owning:

of stalls requested ___ X # of dates requested ___ X \$30 per stall = TOTAL \$ _____

of Powered stalls ___ X # of dates requested ___ X \$35 per stall = TOTAL \$ _____

*Payment must be submitted with application or at City Table at Market Square at the beginning of the day. Payment is accepted by cheque, cash or money order. Swift Current Downtown Market Square is a rain, snow, or shine event – payment will NOT be returned due to poor weather.

I hereby certify that the information I have provided in this application is accurate and complete, and that I have read and agree to comply with the Swift Current Downtown Market Square Rules and Regulations as listed on page 4 and 5 of this application.

Signature of Applicant: _____ Date: _____

WAIVER

In consideration of being allowed to use the facilities of the Swift Current Downtown Market Square operated by the City of Swift Current, I/we the undersigned, hereby agree to the following:

To waive any and all claims that I/we,

NAME(s) (Must include all participants):

BUSINESS (operating) NAME:

NAME ON CHEQUE (if different from above)

may have against the City of Swift Current or its employees, agents, representatives and volunteers.

To release from any and all liability for any loss, damage, injury, or expense that occurs out of the use of any of the facilities of the Swift Current Downtown Market Square, by the above named vendor, their/ its employees, agents, representatives and volunteers ("participants").

To hold harmless and indemnify the City of Swift Current or its employees, agents, representatives and volunteers from any and all liability for any property damage, personal injury to any third party or other financial loss or expense, including legal expense and costs of a solicitor-and-his-own-client full indemnity basis, resulting from the participation in any event to be held on the facilities of the Swift Current Downtown Market Square, located on Central Avenue and Chaplin Street.

We, the undersigned, hereby acknowledge that we have read the foregoing and understand its content, import and meaning.

VENDOR NAME (please print): _____

*Vendor signs on behalf of all participants at their stall

DATE: _____

SIGNATURE: _____

NOTE** The signed Waiver must be returned with the application form.

Vendor Rules and Regulations

Notice to Vendors: The following rules and regulations for the Swift Current Downtown Market Square operations will be STRICTLY ENFORCED.

1. All products sold at the Swift Current Downtown Market Square must conform to Public Health Regulations and Standards of Cleanliness.
2. All products and vendors must comply with all regulations of Saskatchewan Ministry of Health and of the Swift Current Downtown Market Square Committee.
3. Vendors MAY NOT loan, give or sublease the stall(s) assigned to them.
4. The Swift Current Downtown Market Square is a RAIN, SNOW OR SHINE market. All vendors are required to abide by set up times **before 10:00 AM** and takedown **after 3:00 PM**.
5. All NSF cheques are subject to a processing fee of \$40.00 and no future cheques will be accepted unless certified. The vendor will be suspended from the Market until the issue is resolved.
6. Vendors may sell, sample or display only permitted items as approved in their Swift Current Downtown Market Square application for the current season.
7. **All vendors must supply their own tables**, complete with covering, up to 8 feet per stall. The entire display including signage must be contained within the allotted 10'x10' space for the stall.
8. **Vendors must leave their stall area clean and remove all garbage from their stalls, including sandbags.**
9. All Vendors' vehicles must be turned off during unloading/loading. Once unloaded, vendors must park their vehicles off site (behind Legion Hall or City Hall Parking Lot) and then set up. Vendor vehicles not forming part of the market display must be parked off-site. **NO EXCEPTIONS** unless prior approval has been granted.
10. Stall assignment is at the discretion of the Swift Current Downtown Market Square Manager. Every attempt will be made to assign vendors to an area that suits their needs.
11. **NO SMOKING ON MARKET SQUARE!** Vendors should be neat and clean in appearance, and must conduct themselves in a professional manner at all times. Any complaints received concerning unprofessional conduct, including the use of profane language, smoking, cleanliness of the vendor or vendors' product, etc., may be considered grounds for dismissal from the Market. Insubordination, the consumption of alcohol or drugs, and fighting during the Market will be cause for immediate dismissal. **No warning is required nor will refunds be given.**
12. Vendors are responsible to ensure that all participants at their stall follow the Swift Current Downtown Market Square Vendor Rules and Regulations.

I have read, understand, and agree with the information herein and will comply with the Swift Current Downtown Market Square Rules and Regulations. I understand that the decisions of the Swift Current Downtown Market Square Committee are final and binding.

VENDOR NAME (please print): _____

DATE: _____

SIGNATURE: _____