



Thank you for your interest in being a vendor at the Multicultural Centre Flea Market on Sunday, May 27, 2018. By participating in this Flea Market you are helping support the programs and services provided by the Multicultural Heritage Centre.

We are looking forward to filling the PERC Building with all types of vendors. The PERC Building is located at 5413 - 51 Street in Stony Plain and is easily found with Google Maps. There is plenty of parking for guests and we intend to have a concession available.

Marketing and Promotion

We are committed to promoting this event to our communities in Stony Plain, Spruce Grove, and Parkland County. We will be promoting on our social media channels as well as on our website and our newsletter. To help make the event successful we ask that the vendors also make an effort to promote their involvement with the Flea Market. A Facebook jpeg image will be available for those who would like to use it. We will also promote individual vendors on our Facebook Event page so please provide us with nice quality photos of your merchandise.

Vendor Responsibilities

This is a public Flea Market, not a Farmers Market which means vendors are responsible for their own permits and/or licenses.

Note: All prepared food items sold must be pre-approved and prepared using AHS regulations. Certain prepared food products may not be allowed without proper permits. Be prepared to show documentation to the Market Organizer and have copies on hand at the market.

All home businesses, direct to sales companies and homemade items are allowed. Only one representative per home business will be booked. **Your booking is not guaranteed until full payment and signed Vendor Registration Form are received.**

All question, concerns, comments and ideas can be directed to Twyla:
info@multicentre.org or call 780-963-2777



Flea Market Rules

1. Vendors may setup Sunday, May 27 from 8:00 AM to 9:45 AM.
 2. Please stay open during the operating hours of 10 AM - 4 PM.
 3. You, the Vendor, are solely responsible for any children that you bring to the Flea Market.
 4. Vendors: please note that only the product(s) that are listed on your application form to sell in the Flea Market are the only product(s) you are authorized to sell, other items must be submitted for approval.
 5. Tables are to be covered with a table cloth or other covering.
 6. All merchandise and signs must be kept within your display area.
 7. The Multicultural Heritage Centre and Heritage Agricultural Society will not be held responsible for any liability arising out of negligent acts of the Vendors or their employees, or for any injuries by employees of Vendors.
 8. Vendors are responsible for insurance and security for their booth(s), table(s) and the contents of the individual space. Vendors are 100% liable for losses, damage or stolen merchandise.
 9. The public parking lot is designated for your customers only. Vendors, please park your vehicles on the street or far from the main entrance.
 10. NO OPEN FLAMES or LIT CANDLES, ammunition, fireworks, guns, explosive materials, dangerous or poisonous substances, and all hazardous/offensive items including pornography are banned from the Flea Market. Drugs and drug paraphernalia are not accepted at this time.
 11. All paper or garbage shall be picked up and disposed of in the receptacles provided. Vendors generating a lot of garbage may be asked to take it with them at the end of the day.
 12. Vendors are not allowed to cook food in their booths.
 13. No pets of any kind nor any animals are allowed in the Flea Market except for registered service dogs.
 14. Any Vendor within the Flea Market area that causes a disagreement, utters threats or verbally abuses any other Vendor or customers or market personal will be required to leave immediately.
 15. Food Vendors must have their Food Handling Permit displayed in their booth/table area. Your products must be labeled with a list of ingredients, your name and phone number.
 16. Management reserves the right to ask Vendors to vacate if in fact they fail to comply with the rules and regulations set out and listed above.
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Vendor Registration Form

Name: _____ Company: _____

Address: _____ City: _____ PC: _____

Email: _____

Phone: _____ Secondary Phone: _____

Website/ Facebook/ Instagram: _____

Products to be sold (be specific):

Number of 8ft tables required at \$40 plus gst per table: _____ Total \$: _____

Do you require power (limited): YES NO

Vendors must bring their own table covers and extension cords.

Payment and Registration Form must be received before your booking is guaranteed.
To pay by credit card please call 780-963-2777.

To pay by cash or cheque visit the Multicultural Heritage Centre 5411 - 51 Street, Stony Plain. We are open Tuesday - Saturday from 10AM - 4PM.
Payments are refundable if the Multicultural Heritage Centre cancels the event, Vendors can receive a refund if they cancel before April 20, 2018.

I have read and understand Flea Market Rules: YES

Vendor Signature

Date

If you have completed this document digitally you will need to select "Save As" from the file menu and rename the document before sending back. You may also scan/photograph this page of the form and mail it to info@multicentre.org