



CHRISTMAS MARKET VENDOR APPLICATION

Red Deer Lights the Night | Saturday, November 18, 2017 | 4 – 7 p.m.

Kick off the holiday season Downtown on Saturday, November 18 at Red Deer Lights the Night, proudly presented by Stantec and hosted by The City of Red Deer, Red Deer Public Library and the Downtown Business Association. This free outdoor winter festival is a wonderful activity for the whole family, featuring children’s crafts and activities, a warming tent, winter market, free hot chocolate & popcorn plus a visit from Santa! Highlights include the annual lighting of City Hall Park and Red Deer’s Christmas Holiday Tree followed by a low-level fireworks display (weather permitting).

The Red Deer Downtown Business Association is hosting a Christmas market during the event and is seeking local vendors to sell handcrafted items.

GENERAL INFORMATION:

1. This is an outdoor event. Please keep the following in mind:
 - You will be outside for 5+ hours; please dress warmly
 - In the case of heavy snowfall, cool temperatures or unforeseen events, there is a possibility of changes to the event or cancellation.
 - Please ensure your displays are properly secured. If there is wind, some items may not be appropriate to display. The organizers are not responsible for lost or damaged goods/wares or personal injury resulting from the event.
2. Tents will be provided
3. Vendors will be provided with a 10' x 10' space within a tent that is open to the outdoors
4. Lighting will be provided throughout the market
5. Power will not be provided to market vendors
6. The organizer reserves the right to refuse the participation of any vendor for any reason
7. Photographers will be onsite during the event. By participating in the market you grant permission for images of you, your employees and your wares to be used for promotional purposes.
8. If your vendor application is approved, you may not loan or give away your stall to anyone else. Please let event organizers know ASAP if you are no able to attend so that another vendor can be found.
9. All products sold from your booth must be handmade by you
10. Any food products sold from your booth must be made in a commercial kitchen



SETUP:

- Setup starts at 2:30 p.m. and ends at 3:30 p.m.
- Vehicles are not permitted onsite after 3:30 p.m.

TAKEDOWN:

- Takedown begins after 7 p.m. Vendors are not permitted to pack up until the event concludes at 7 p.m.
- Vehicles will be allowed onsite after 7:30 p.m. but must be cleared by Tyler Bowman or Annette Scheper before entering the site as this will be determined by the amount of public remaining on the street.
- Vendors must leave their stall area clean and remove all garbage during the area

APPLICATION

- Deadline to submit your application is Thursday, November 9 at 4:00 p.m.
- Participation fee is \$25.00 per stall payable to the Red Deer Downtown Business Association

Business Name _____

Contact Name _____

Cell Phone # (we may need to reach you on event day) _____

Email Address _____

Products you will be selling (must be approved by the Downtown Business Association):
