



TOY AND CRAFT SALE APPLICATION

NOVEMBER 23-24, 2024

NAME: _____ BUSINESS NAME: _____

ADDRESS: _____

CITY/PROV/POSTAL CODE: _____ PHONE: _____

EMAIL ADDRESS: _____

SOCIAL MEDIA INFO (Website Etc): _____

DESCRIPTION OF CRAFTS: (MUST BE HANDCRAFTED, NO PRODUCT SALES)

*If you are sharing your space: provide all the above information for that person on a separate piece of paper and attach to your application. No subletting is allowed. We have a prioritized waitlist. Only the purchaser can use this space.

*May we give your phone number or email to the public if it is requested? YES NO

REQUESTED BOOTH TYPE (PLEASE CIRCLE): FIRST CHOICE: Centre / Wall / Centre-End SECOND CHOICE: Centre / Wall / Centre-End

BOOTH CHANGE REQUEST (FOR PRIORITY APPLICANTS ONLY): _____

2024 FEES (2 Days)			# REQUESTED		TOTAL FEES
Centre	\$120.00	x		=	\$
Wall	\$160.00	x		=	\$
Centre End	\$240.00	x		=	\$
Per Table	\$10.00	x		=	\$
Electricity	\$10.00	x		=	\$

Cancellation Fees: \$20. NO REFUNDS after November 1, 2024

\$

HOW TO REGISTER

Show participants are given priority application for the following season ONLY if their application is received with payment on or before Nov 26, 2023. Payments must be included with your application.

Ph: 250 286-1161

Email: recand.culture@campbellriver.ca

Or drop off at the Community Centre:

401 11th Ave, Campbell River BC

To pay by cheque, please make cheque payable to City

of Campbell River. To pay by credit card, please complete:

CARDHOLDER NAME: _____

VISA/MC #: _____ EXPIRY DATE: _____ CVC# (3 digits on back on card) _____

I have read the attached rules and regulations and agree to adhere to all conditions applying to the Toy & Craft Sale.

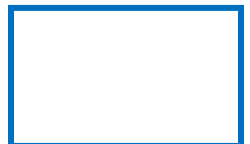
Signature

Date

OFFICE USE ONLY

CREDIT CARD CASH CHEQUE

PROCESSED: _____ STAFF: _____



SHOW DETAILS

SHOW DATES: Saturday November 23 to Sunday November 24, 2024

SHOW TIME: 10:00 am – 4:00 pm

SHOW LOCATION: Sportsplex 1800 S. Alder Street Campbell River

Minimum purchase is one 10 ft. x 2.5 ft. space. Tables and/or electricity extra charge. Location will be determined by event staff and you will be notified on or around November 1, 2024.

Centre Spaces	\$120 for 2-Days	Space for two 5 ft. x 2.5 ft. tables
Centre-End Spaces	\$240 for 2-Days	Space for four 5 ft. x 2.5 ft. tables
Wall Spaces	\$160 for 2-Days	Space for two 5 ft. x 2.5 ft. tables <i>Includes use of wall but some obstructions exist.</i>
Tables	\$10/Table for 2-Days	Tables are 5 ft. x 2.5 ft.
Electricity	\$10/Outlet for 2-Days	Please provide your own extension cords

CRITERIA FOR APPLICANTS:

- 1. Crafts must be handmade and available at the Show.** No catalogues orders and no product sellers. We have defined product sellers as buying a product from one source and selling that product.
- We reserve the right to reject a vendor if the craftsmanship is not of high quality or handcrafted.
- Raffles and draws not permitted. We encourage you to provide business cards for your future customers.
- Please request an electric outlet only if it is absolutely necessary. Only one outlet is available per crafter. Please bring your own extension cords and power bar.
- Food for sale must be packaged. Crafters are responsible for additional insurance and Food Safe Certification if they sell food or provide food samples.
- All property exhibited and left overnight is at the crafter's sole risk. Consult with your insurance broker to make certain you are properly insured.
- Please have enough stock for both days.
- Cancellation Fees: \$20 No Refunds After November 1, 2024

PLEASE KEEP THIS INFORMATION FOR YOUR REFERENCE

THANK YOU

EARLY SET UP

Limited set up is available on Friday evening ONLY from 6:00 pm to 8:30 pm, no exceptions. We do not guarantee that your space will be ready for early set up; however, you will be able to drop off your boxes.

SET-UP INSTRUCTIONS

1. **Main doors open at 7:30 am on Saturday for set-up and Sunday for vendor entry.** You may also use the emergency exit doors in the gym. Trolleys are limited so please provide your own.
2. For your customer's convenience, please park in the lower parking lot after unloading.
3. Additional space is not available unless booked. Your working space is limited to your booked space. No displays in front or to the side of your space. There is only seating for 2 persons behind centre tables. Bring only the "helpers" necessary. Children must be supervised by an adult.
4. Fire exits and aisles must be kept clear.
5. Please cover the front of your table.
6. Only masking tape may be used on the walls. No tacks, nails or staples on any walls.
7. Concession will be open from 9:30 am to 4:00 pm each day.
8. **DO NOT PACK UP** until closing. Be prepared to serve your customers at 10:00 am and until 4:00 pm. Be prepared to stay at your table until all shoppers have left the gym. Vendors leaving early may not be invited to return. We are not responsible for tables left unattended.

PRIORITY BOOKING PROCEDURE

Participants in good standing will receive a priority application during the show. Completed application and payment must be received on or before the last day of the show in order to remain in the show for the following season. You will be placed in your same booth-type, unless you make a booth change request on the form.

For further inquiries please contact Royce Pritchard: email royce.pritchard@campbellriver.ca, phone (250) 286-5303

PLEASE KEEP THIS INFORMATION FOR YOUR REFERENCE

THANK YOU