

MISSISSAUGA  
*Celebrates  
the Season!*  
Christmas Marketplace 2010

---

LOCATION: Mississauga Civic Centre  
Great Hall  
300 City Centre Drive

DATE: Thursday, November 18<sup>th</sup>, 2010.

TIME: 10:00am to 7:00pm

COST: \$80.00 (per table)

APPLICATION  
DEADLINE: **FRIDAY SEPTEMBER 17, 2010.**

PLEASE MAKE CHEQUE PAYABLE TO:  
City of Mississauga, Culture Division  
**Post date cheque for October 1, 2010.**  
(Charge for an NSF cheque is \$35.00)

**CONTACT INFORMATION:** 905-615-3200  
Stephanie Myhal, Arts Supervisor ext. 5355  
Liza Toliao, Admin. Assistant ext. 4067

Please read the attached application carefully, being sure to complete all required information. Space is limited, so be sure to submit your application before the September 17<sup>th</sup> deadline. All applications will be juried by the Culture Division. Vendors will be contacted by October 1, 2010.

Please note the following:

- All crafts must be hand made by the vendor
- All applicants (new and returning vendors) must submit 3 – 5 colour photos which will not be returned. Applications without photos will NOT be accepted

# Vendor Application Form

Personal information on this form is collected under the authority of Section 207 (28) of the Municipal Act, R.S.O. 1990, cM45. The information will be used for the administration of the City of Mississauga Arts and Culture programs and will also be used for business you may conduct with the City relating to obtaining park/licenses and the rental of City facilities. Questions about this collection should be directed to: City of Mississauga, Manager, Arts and Culture Programs, Central Library, 301 Burnhamthorpe Rd West, 4<sup>th</sup> Floor, Mississauga, ON, L5B 3Y3. Tel: 905-615-3200 ext. 4067.

Business Name: (if applicable) \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_ Unit/Apt. # \_\_\_\_\_

Town: \_\_\_\_\_ ON Postal Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ email: \_\_\_\_\_

Vendors License number (if applicable): \_\_\_\_\_

Please select from the following options to describe the items that you will be selling on the day of the Marketplace:

- |  |  |                                       |   |
|--|--|---------------------------------------|---|
| <input type="checkbox"/> Ceramics              | <input type="checkbox"/> Glass                         | <input type="checkbox"/> Paper        | <input type="checkbox"/> Wood             |
| <input type="checkbox"/> Floral                | <input type="checkbox"/> Knitting                      | <input type="checkbox"/> Jewellery    | <input type="checkbox"/> Jam/Baked Goods  |
| <input type="checkbox"/> Photography           | <input type="checkbox"/> Painting                      | <input type="checkbox"/> Pet Supplies | <input type="checkbox"/> Chocolate/Candy  |
| <input type="checkbox"/> Clothing              | <input type="checkbox"/> Pottery                       | <input type="checkbox"/> Furniture    | <input type="checkbox"/> Bath/Beauty      |
| <input type="checkbox"/> Candles               | <input type="checkbox"/> Home Décor                    | <input type="checkbox"/> Gift Baskets | <input type="checkbox"/> Blankets/Bedding |
| <input type="checkbox"/> Christmas Decorations | <input type="checkbox"/> Hats/Scarves/Hair Accessories |                                       |   |
| <input type="checkbox"/> Other _____           |  |                                       |   |

Please provide the price range of your products that you will be selling:

Lowest selling price: \$ \_\_\_\_\_ Highest selling price: \$ \_\_\_\_\_

If you are bringing walls or shelving units, please provide display measurements/information (Height & Width): \_\_\_\_\_

Do you require electrical power: Yes:  No:

Please indicate how many tables\* you would like to purchase:  
(\*Tables are approximately 5' x 3'.)

- 1 table, \$80.00       2 tables, \$160.00

We will also provide successful applicants with event flyers to distribute to promote the Marketplace to their client base. Please indicate the number of flyers you think you may require: (Flyers will not be sent out until after October 4<sup>th</sup>).

- 10       25       50       75       100       125       150

## Marketplace Terms & Conditions

---

1. The Culture Division Marketplace Co-ordinators reserve the right to decline the applications of any exhibitor.
2. Table selection will be assigned by the co-ordinators of the Marketplace. STANDING DISPLAYS measuring more than 5 feet from the floor will **NOT** be allowed in the sunken area of the main "Great Hall" with the exception of the 3 corner areas (which will be designated by the co-ordinators of the Marketplace) and space in front of the pillars. Displays 5 feet and over may be accommodated around the perimeter if space is available.
3. The allocation of the exhibit spaces is at the sole discretion of the Marketplace Co-ordinators.
4. By signing this contract the applicant attests that the products listed on the application are **HANDMADE** by the applicant.
5. Any booth unoccupied 30 minutes prior to the show opening may be reassigned at the Marketplace Co-ordinators' discretion without compensation.
6. The Exhibitor shall not assign, sublet or apportion all or part of the rights and space granted herein without written permission from the Marketplace Co-ordinators.
7. Extension cords and tape are the responsibility of the exhibitors. There is limited access to power. If you are going to bring an extension cord, please bring one that is a minimum of 10 feet long.
8. Any damages incurred by the facility premise are the sole responsibility of the exhibitor.
9. Exhibitors are required to unload their crafts beginning at 7:30am – 9:30am on Thursday November 19<sup>th</sup>. We ask that you provide your own dollies and carts. You will be notified about your unloading time.
10. On the day of unloading, please be sure not to park your vehicle in a handicapped parking area. Tickets will not be waived.
11. Crafters must remain for the full duration of the show and must not take down their displays until closing.
12. Personal information on this form is collected under the authority of Section 207 (28) of the Municipal Act, R.S.O. 1990, cM45. The information will be used for the administration of the City of Mississauga Arts and Culture programs.

I, \_\_\_\_\_ have read and understand the terms and conditions as outlined above.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

