



Last Sunday Market at The Little Red Church

Vendor Application Form

Table Rentals: CVHBBA Members \$20 Non-members \$30

The Comox Valley Home-Based Business Association started this market to provide a public venue for home-based businesses to showcase their products and services. Come join us and show the Comox Valley what's available locally.

Company Info:

Company Name: _____ Phone: _____

Mailing Address: _____ Email: _____

Website: _____ Facebook: _____

Individual Contact Info:

Name: _____ Phone: _____

Email: _____

Description of Business: _____

Market Dates for 2018:

Jan. 28th E Feb. 25th E Mar. 25th E Apr. 29th E May 27th E Sep. 30th E Oct. 28th E Nov. 25th E Dec. 16th

Electricity is available on a limited basis. Do you require electricity? Yes No

Can you donate a small item to the monthly gift basket? Yes No

Other information you feel we should know: _____

The link to the Facebook Vendor's group is: <https://www.facebook.com/groups/418656101865559/>

Janet Martyn-President, CVHBBA suretrek@hotmail.com

Lori Ball-Market Committee lori.close@live.ca



Terms and Conditions

1. Setup/Take down: All vendors must be setup and ready to sell by 9:45am the day of the market. Vendors may begin setting up at 8:30am on the day of the market. Once unloaded please park as far back in the parking lot as possible. Take down can start no sooner than 3:00pm and vendors are responsible for their selling spaces. Before leaving please make sure your area is clean and tidy.
2. Vendor Spaces: Vendor spaces will be assigned. Spaces are reserved on a first come, first served basis as payments are received. Vendors must ensure that none of their display equipment extends beyond the 6' space they have booked; this includes any rails, stands or additional equipment. If you wish to have a display rack beside your table please let us know ahead of time so that we can set up a 5' table for you. The CVHBBA is not responsible for merchandise or display materials that are left unattended.
3. Acceptance: The CVHBBA reserves the right to decline any applications for space if it deems such action to be in the best interest of the market.
4. Payment: The full payment is a NON-REFUNDABLE registration fee for the selected space and is due by the 10th of each market month with the exception of the Dec. market where the due date is the 1st of the month. Payments are due to Seal Bay Bookkeeping Services #6-821 Shamrock Place, Comox, BC V9M 4G4, 250-339-4567, sealbaybookkeeping@gmail.com
5. Music: Music will be provided courtesy of AudioXcellence DJ Services
6. Electricity: Electricity will be available on a first come, first served basis as availability is limited. Outlets are not guaranteed and extension cords must be provided by the vendor.
7. Cancellation of Space: Application fees are NON-REFUNDABLE. The CVHBBA is not liable if weather or other conditions prevent the vendor from attending and fulfilling the contractual obligations as a vendor. No refunds will be made for weather, accident, health or other causes for non-participation.
8. Indemnification: The vendor agrees to indemnify and hold harmless the CVHBBA from and against any loss, expense, claims, damages, causes of action, injuries, suits for damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the vendors at the CVHBBA's Last Sunday Market.

By completing the Vendor Application Form, you are certifying that you have read the Terms and Conditions, and will adhere to all rules and policies herein.

Printed Name: _____ Signature: _____