



# MARKET

## Friday, November 24<sup>TH</sup>, 2017

### TERMS & CONDITIONS

Failure to follow the terms and conditions outlined below can result in the forfeiture of space on the market day:

1. **YOU MAY NOT SELL, DISPLAY OR CONSUME:**

- a) Alcohol
- b) Tobacco products
- c) Drugs or drug paraphernalia (including head shop items, pipes, bong, rolling papers, etc.)
- d) Body piercing
- e) Weapons (including firearms, ammunition, guns, knives, slingshots, pepper-spray, fireworks, flammable liquids, etc.)
- f) Other restricted items (including stolen merchandise, bootleg DVD's or bootleg CD's and similar items)
- g) Pornographic material (including literature, magazines, videos, DVD's and/or similar items); and
- h) No socially offensive items (including Nazi or other white supremacist items or other items deemed offensive by coordinators or shoppers, printed material deemed to be racist, anti-gender, or in any capable of promoting violence and/or destruction).

2. **LOCATION:** Coaldale Community Centre (located at 13<sup>th</sup> Street and 20<sup>th</sup> Avenue). There are some electrical hookups. Water is available. No hoses or pipes of any kind are permitted.
3. **CHECK-IN:** Friday, November 24<sup>th</sup> at 12:00 p.m. at the west door of the Community Centre. If you have not arrived by 2:30 p.m., your space will be reassigned and you will not be refunded.
4. **UNLOADING:** "No Parking Signs" will be directly behind the Community Centre (west side) for vendors to use to unload. You **MUST** unload all your items onto the pavement and remove your vehicle before setting up your space. Please have helpers quickly unload your vehicle – dollies are not available.
5. **SPACE ASSIGNMENTS:** Your company name will be placed on your table location.
6. **SETTING UP:** No pegs, spokes, nails, pipes or rods may be driven into the concrete floor. Generators are not allowed. Your booth, tent, canopy, umbrella and all your items **MUST FIT** within your space.

7. **USE OF SPACE**: You may not transfer, sublet, sell part of your booth, or turn your reservation over to another vendor. If a vendor does not attend the market, there is no refund.
8. **NOISE VOLUME**: Radios or stereos should be used at a comfortable volume level.
9. **CLEAN-UP**: Vendors are required to leave their spaces clean. Do not leave merchandise or trash of any kind in your area. Spaces must be cleaned and vacated by 10:00 p.m. Boxes must be broken down and placed in recycling bin. All trash and merchandise remnants must be removed from the premises by being placed in bags and left in the dumpster, located near the front doors of the Community Centre. Vendors who ignore these clean-up procedures will be billed a clean-up fee of \$100.00.
10. **FEES**: \$20.00 for one table and two chairs; \$10.00 for each additional table or space for rack.
11. **FOOD**: The sale of food or beverages of any kind is not allowed. Distribution of “free samples” of food or beverages is accepted but **MUST** conform to the rules and directives set out by Alberta Health Services (<http://www.albertahealthservices.ca/eph.asp>).
12. **PAYMENT**: To guarantee your space, payment and signed registration form are to be submitted to the Coaldale & District Chamber of Commerce no later than **Wednesday, November 22<sup>nd</sup>**. Payment can be made by cheque, cash or money order – **no credit or debit cards accepted**.
13. **CANCELLATION POLICY**: One week cancellation notice is required whereby your payment will be refunded. If you do not cancel a week in advance, you are not entitled to a refund. There are no exceptions.
14. **PRIVACY POLICY**: Coaldale & District Chamber of Commerce will not sell and/or share your information with third parties.
15. **DAMAGE/LOSS**: Coaldale & District Chamber of Commerce and the Town of Coaldale is not responsible for any loss, damage or loss to property. Make sure that your space is properly staffed and secured.
16. **ADVERTISING & MARKETING**: Coaldale & District Chamber of Commerce advertises the Market in newspaper, email lists, local websites and posters.
17. **VENDOR SALES**: Vendors keep their individual sales. Coaldale & District Chamber of Commerce does not guarantee vendor sales.

**For more information, please contact:**  
**Coaldale & District Chamber of Commerce**  
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**Email: [info@coaldalechamber.com](mailto:info@coaldalechamber.com)**  
**Street Address: 1201 18 Avenue**