



**BC
WILDLIFE
PARK
KAMLOOPS**

BC Wildlife Park

Mother's Day Artisan Market

VENDOR APPLICATION FORM

Sunday, May 13th, 2018

10:00 am to 4:00 pm

The BC Wildlife Park is hosting its first Mother's Day Artisan Market! The BCWP would like to support local artisans and create an interesting experience for our guests! All proceeds from table rentals will be donated to the conservation efforts at the BCWP.

First and Last Name: _____

Business Name: _____

Mailing Address: _____

Phone Number: _____ **Email:** _____

Website: _____

Please describe the product(s) that you will be selling. Please specify if your product is handmade by you or other. (Please attach up to three photos of the product(s) that you will be selling):

Vendor requests the following booth size and agrees to pay the following booth rental fee:

Outside (10' x 10') Space \$20.00 x _____ (number of spaces)

Do you require power? (Circle one) NO YES - \$5.00 (Vendors must provide their own power cords) – Limited power is available and will be awarded as applications are received.

Total (add up all above): \$ _____

Method of Payment (Circle One): VISA MC AMEX CASH

Total Payment Enclosed: _____

Credit Card #: _____ Expiry: _____ CSC: _____

Terms and Conditions

Vendors must read through and initial and sign the terms and conditions.

- Setup/Break Down:** All vendors/exhibitors must be set up and ready to sell by 9:45 am on the day of the BC Wildlife Park's Mother's Day Artisan Market (Sunday, May 13th, 2018). Vendors/exhibitors may begin setting up at 8:30 am (gate will be unlocked at 8:30 am) the day of the artisan market. Break down can start no sooner than 4:00 pm on Sunday, May 13th, 2018, and must be completed by 5:00 pm. Vendors are responsible for their selling spaces. Before leaving, your area must be clean and trash-free. **Initial:** _____
- Staffing:** Vendor tables/booths must be manned at all times and intact until the artisan market closes at 4:00 pm. The BC Wildlife Park is not responsible for any lost or stolen goods or damage to merchandise or display materials. **Initial:** _____
- Vendor Items:** Items for sale at the Vendor's booth must be predominantly handmade by the exhibitor. Each vendor must submit up to three photos of his or her products, the BCWP reserves the right to have items removed that are considered not appropriate for sale at the event. **Initial:** _____
- Vendor Responsibility:** Vendor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. The BC Wildlife Park expressly disclaims any responsibility for same. Vendors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation. Each vendor is responsible for the conduct of his or her employees and/or representatives and activities must not detract from the image or welfare of the BC Wildlife Park. No pets are allowed on the premises. No smoking or consumption of drugs or alcohol is allowed on the premises. **Initial:** _____

5. **Vendor Spaces:** Vendor spaces will be assigned. Placement, flow and competition will be taken into consideration to provide the best experience for the market attendees. Spaces are reserved on a first-come first-served basis. Vendors must ensure that none of their display equipment extends beyond the space they have booked; this includes any rails, stands or additional equipment. Vendors must supply their own tent(s), tables and chairs. All vendor spaces are located outdoors. All tents and canopies must be secured to the ground using weights/sand bags in case of windy weather. **Initial:** _____
6. **One Vendor per space:** Only one (1) vendor per space. **Initial:** _____
7. **Vendor Vehicles:** Vendor vehicles are not permitted at the vendor's space. Vehicles must be parked in the parking lot at the BC Wildlife Park. **Initial:** _____
8. **Payment:** The full payment is a non-refundable registration fee for the selected space and is due with the submission of this agreement and application. **Initial:** _____
9. **Indemnification:** Vendor agrees to indemnify and hold harmless the BC Wildlife Park from and against any loss, expense, claims, damages, causes of action, injuries, suits of damages, suits to person or property, including attorney's fees, arising out of or related to the operation of the Vendors at the BC Wildlife Park's Mother's Day Artisan Market.

Name: _____ **Date:** _____

Please send your completed Vendor Registration Form and signed Terms and Conditions to Katelyn Bissat, Education and Volunteer Coordinator by emailing it to Katelyn@bcwildlife.org, or by mail:

Attn. Katelyn Bissat
BC Wildlife Park
9077 Dallas Drive
Kamloops, BC
V2C 6V1

Or by fax: 250-573-2406

Forms must be received by Monday, April 30th, 2018

Once forms are received you will receive a confirmation by email within 48 hours of receipt of Vendor Application, Payment and signed Terms and Conditions