



# GREATER SUDBURY MARKET ASSOCIATION

## MARKET APPLICATION

October 2021 – May 2022

The winter market, as previous years, will have a Saturday only market. We plan on having 29 markets over the course of the winter term. Our focus is to support our local producers, providers, and artisans with the perfect locations so our patrons can safely celebrate the innovation and entrepreneurship of our residents.

### Goals of the Market

- To provide a safe location for all vendors, our Market Manager and our patrons to work and shop
- To maintain a year-round market that allows Artisans, Producers and Providers to sell their products
- To inspire more Artisans, Producers and Providers to join our market
- To encourage Sudbury patrons to support the market by shopping locally
- To boost sustainability and inform about being environmentally cautious

### Vendor Criteria

- Vendors will fall into 1 of the 3 categories: **Artisan, Producer, Provider**
- Vendors must display the appropriate flag as determined by the GSMA (*Flag to be provided by Market Manager at vendors' first market appearance*)
- Vendors must read & sign the Vendor Handbook and abide by the policy & procedures set forth
- Vendors **must** be in good standing with the GSMA for your application to be considered

If you are interested in participating in this market, please complete the vendor application and submit by email to: The Market Manager [info@sudburymarket.ca](mailto:info@sudburymarket.ca)

Submission of this application does not guarantee your participation in the market. Each application will be made on a case by case basis depending on space availability.

Payment **must** be made 48 hours prior to attending any GSMA event. In most circumstances, refunds will not be given, however the GSMA does reserve the right to consider partial refunds considering the issue at hand and provided your space can be sold to another vendor. Do not send a payment until after receiving an invoice.

**Location**

Science North | 100 Ramsey Lake Rd, Sudbury

<b>Market Dates</b>	<b>Saturdays</b>
Oct	16 23 30
Nov	6 13 20 27
Dec	4 11 18
Jan	8 15 22 29
Feb	5 12 19 26
Mar	5 12 19 26
Apr	2 9 16 23 30
May	7 14

**Schedules****Saturday Information***Event Time: 10:00am to 2:00pm**Set Up: 8:30am**Tear Down: 2:05pm*

## Notable Special Events:

- ★ October 16 – Opening day at Science North
- ★ October 30 - Halloween market (dress up and win a prize)
- ★ December 18 – Last market before Christmas
- ★ January 8 – First market of 2022
- ★ February 12 – Valentine’s Day market (wear red and pink)
- ★ March 12 – St. Patrick’s Day market (wear green)
- ★ April 16 – Easter market
- ★ May 14 – Last indoor market

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Personal Phone #: \_\_\_\_\_

Business Phone #: \_\_\_\_\_

Website: \_\_\_\_\_

Facebook: \_\_\_\_\_

Instagram: \_\_\_\_\_

Other Social Media: \_\_\_\_\_

**Describe Your Business:**

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**Products You Will Sell:** *Please be explicit. Only items listed on this application will be eligible for sale if you are approved unless otherwise authorized by the GSMA.*

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**How would you describe your business?**

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|--|---|
| <input type="checkbox"/> Farmer (producer)                 | <input type="checkbox"/> Prepared Foods (artisan)     |
| <input type="checkbox"/> Artist (artisan)                  | <input type="checkbox"/> Home Décor (artisan)         |
| <input type="checkbox"/> Children and Baby Goods (artisan) | <input type="checkbox"/> Wood Products (artisan)      |
| <input type="checkbox"/> Reseller of Food (provider)       | <input type="checkbox"/> Ready-to-Eat Foods (artisan) |
| <input type="checkbox"/> Jeweler (artisan)                 | <input type="checkbox"/> Textiles and clothing        |
| <input type="checkbox"/> Bath and Body (artisan)           |   |
| <input type="checkbox"/> Other: Specify                    |   |

The GSMA reserves the right to make the final decision to determine if you are a producer, artisan or a provider. GSMA also reserves the right to refuse special requirements in the event they are not able to accommodate them.

If you require assistance, special requirements, power-outlets, or more, please describe your needs/circumstances here:

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## Fee Schedule

Fees	Saturdays Season	Daily Rate for Saturdays in December	Daily
	Access to 29 Markets	Access to 1 Market (Dec 4, 11, 18)	Oct-Nov Jan-May
8 ft Table	\$ 1,102.00	\$ 45.00	\$45.00
Insurance	\$ 130.00	\$ 5.00	\$ 5.00
		SUBTOTAL	
		HST 13%	
		TOTAL	

*Acceptable method of payment: E-Transfer is the preferred method. Also acceptable: Cheque payable to the Greater Sudbury Market Association – NSF cheques will be returned to the vendor and a charge of \$50.00 will be applied to cover banking fees. **Cash is not accepted.***

**\*\*Send E-transfers to [info@sudburymarket.ca](mailto:info@sudburymarket.ca) and have the security answer be MARKET.**

# COVID-19 Safety Protocols

All vendors must agree to the following safety protocols which have been agreed upon between Public Health Sudbury & Districts, The City of Greater Sudbury, and the Greater Sudbury Market Association.

- Maintain physical distancing from yourself and market patrons
- Disinfect debit machines between every use
- Have 1 hand sanitizer readily available for patrons to use AND 1 separate one for yourself
- If there is more than 1 person working at your station, all parties must wear appropriate eye protection
- Remind your customers to remain 6ft apart from others
- Ensure everyone is wearing a mask or equivalent
- Discourage patrons from touching products
- If you or any station worker is experiencing ANY covid-19 symptoms on market day, they must inform the market manager immediately and leave the premises.
- It is recommended that protective screens and shields are to be installed on your station.

**HOLD HARMLESS AGREEMENT**- All Vendors must sign this agreement

Should my Vendor application be accepted by the “Greater Sudbury Market Association”, I, the Lessee shall hold harmless the “Greater Sudbury Market Association”, and its members, agents and employees from any and against all claims, demands, losses, cost, damages, actions, suits or proceedings by any third party that may arise out of, or may attribute to, all operations performed by or carried out by the Lessee, his/her agents, employees or anyone for whose acts he may be liable, howsoever caused.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

*GSMMA Comments Only*

Vendor Acceptance | Yes \_\_\_\_\_ No \_\_\_\_\_

*If no, reason:*

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