



2024 Night Market Vendor Application

TNDF's Night Market is a community gathering that provides food, arts, culture, and vibrancy to our community, inviting all people to learn, socialize, and support local. The Night Market is held at 16 York Street, Cannington on the last Tuesday of the month from May-September, 5 PM – 7 PM.

VENDOR APPLICATION PROCESS

The Night Market is organized in partnership between the Markets and Fundraising and Advocacy teams. The Market Coordinator is responsible for logistics and is the primary contact for vendors:

Tiffany Clarke, Markets Coordinator
705 432 2444 | tiffany@tndf.ca

To be considered as a vendor for the 2024 Night Market, you must submit an application. To complete an application, please:

- ⇒ Read the Vendor Application thoroughly, including all rules and responsibilities.
- ⇒ Complete pages 4-6 and include a copy of insurance (if applicable)
- ⇒ Complete Durham Region Community Special Events Application (For Food Vendors) form (if applicable)
- ⇒ Submit your application by mail, email or by dropping off at our main office (16 York St., Cannington)

Vendors will be considered on a first come, first served basis. TNDF will create a waitlist if the number of vendors or the threshold for a particular type of vendor has been met.

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FEES*

We are proud to offer vendor fees on a sliding scale payment model, meaning that vendors selected to participate will pay an amount per Night Market date to The Nourish and Develop Foundation, depending on their financial capacity. This fee varies from \$10 to \$50, with subsidized spaces available. Payments can be made by cheque, e-transfer, and cash, by 4 PM on each Night Market date. Vendor fees will not be refunded.

This model ensures that vendors of all income levels have equal opportunity to participate in the Night Market. Additionally, we encourage our vendors to 'pay it forward' by donating an extra amount towards supporting subsidized spots (recommended \$10). This initiative helps us to continue supporting the local community and providing an empowering experience for entrepreneurs who attend the Night Market.

All vendor fees received go directly towards supporting our community programs, including (but not limited to) our food bank, children's workshops, and transitional housing. Thank you for helping us *nourish lives and develop change!*

SPACE

Vendors are asked to provide an estimated amount of space needed up to 10'x10'. TNDF will assign a designated space prior to Night Market date. TNDF cannot guarantee access to power; but if it is required, please inform the Markets Coordinator.

Vendors shall not block walkways or fire exits or other Vendors' stalls.

Vendors are responsible for always keeping their stall area neat and clean. At the end of the Market, the Vendor is required to remove everything from their space.

SET UP & TEAR DOWN

Vendors will have access to their space one hour before the start of the Market for set up so they can be ready 15 minutes before.

Vehicles must be escorted in and out of our parking lot and must leave the parking lot no later than 4:30 PM. Public parking is available behind the Home Hardware store in Cannington and drop-offs can be made along York Street. Vendors must be 'open' by 4:30PM. Teardown begins NO EARLIER than 7PM.

PERMITS AND LIABILITY INSURANCE COVERAGE

TNDF insures the Market site located on its property. Vendors are responsible for obtaining all permits required in the production and sale of their goods and are responsible for securing additional insurance needed to cover risk.

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All food vendors must fill out and return the *Durham Region Community Special Events Application (For Food Vendors)* form. It is your responsibility to comply with Durham Health Department rules. All items or ingredients prepared outside of the Market considered 'Potentially Hazardous Foods' by Durham Region Health must be prepared in an inspected kitchen. All food vendors must have thermometers for both cooked food, and for refrigeration.

TNDF will need a copy of each vendor's Liability Insurance Coverage if you have it.

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| <input type="checkbox"/> Yes, I have attached a copy of my Durham Region Community Special Events Application Form (For Food Vendors) | <input type="checkbox"/> Yes, I have attached a copy of my own Liability Insurance Coverage |
| <input type="checkbox"/> No, I have not attached a copy, I am not selling any food item. | <input type="checkbox"/> No, I do not have my own Liability Insurance Coverage. |

CANCELLATIONS & ABSENCES

Cancellations will be decided by 2 PM on market day. Vendors must notify the Markets Coordinator of any intended absences at least 1 week prior to the Night Market date. If notification of absence is not received, the vendor forfeits their space and may be subject to refusal at following Night Markets.

Vendor feedback regarding the operation of the Market shall be directed to the Market Coordinator. Vendors and their staff and TNDF staff are responsible for being civil, honest, cooperative, and respectful with other Vendors, Market attendees, and the public more generally.

VENDOR INFORMATION

Name: _____ Name of Business: _____

Address: _____

Email Address: _____ Phone Number: _____

Business Website: _____ Social Media*: _____

Please provide a list of items that will be sold**:

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** The vendor agrees to promote this event on any public social media profiles and must tag The Nourish and Develop Foundation (@nourishanddevelopfoundation). Please contact the Fundraising and Advocacy Coordinator for relevant materials regarding the event at ekaterine.alexakis@tndf.ca.*

*** Please note that added or changed items must be approved by Market Coordinator*

2024 DATES

Please select the dates you'd like to attend*:

- May 28
- June 25
- July 30
- August 27
- September 24

** Please note that dates are subject to availability. Once confirmed, a spot is reserved for you for the dates provided.*

SIGNATURE

Having understood the Vendor Application thoroughly, I hereby agree to comply fully with these and all other Federal, Provincial and Municipal rules and regulation that apply. I may forfeit my right to sell at the TNDF Night Market if I am found to be in noncompliance.

Signature: _____ Date: _____

To submit your application, please email a copy to tiffany@tndf.ca or mail a copy to 16 York St PO Box 580 Cannington ON L0E 1E0 or call our main office at 705 432 2444 to arrange dropping it off.