



6100 Doumont Road, Nanaimo

[www.IslandRootsMarket.com](http://www.IslandRootsMarket.com)

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## 2018 Indoor Market Application Form

**\*DUE OCTOBER 3, 2018\***

Completed forms may be emailed or posted to the corresponding address:

**[islandroots.manager@gmail.com](mailto:islandroots.manager@gmail.com)**

**IRMC % 5234 Sherbourne Drive, Nanaimo, BC, V9T 2J8**

**Please note: All market vendors (new and returning), must submit this form each year**

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I am a  New Vendor  Returning Vendor

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

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

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

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

Mailing Address: \_\_\_\_\_

Vendor Name(s): \_\_\_\_\_

Primary Contact

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

Please check information you would like us to share on the Market website:

Contact Name  Business Mailing Address  Business Email

Website  Business Phone Number

**Vendor Category:**

- Primary Producer (Grow or harvest own product: ex. Produce, Meat, Honey)
- Secondary Producer (Use raw product to make something new: ex. Jam, Bread, Sausages, Soap, Pasta, Prepared Foods)
- Artisan
- Other (specify) \_\_\_\_\_

Describe your product(s) in detail and, if applicable, indicate which month(s) each product will be available:

Please note you will only be approved to sell products listed on this application. We may request to screen your products before your application is approved. If you wish to add new products not listed below, they must be pre-approved by the market manager. All products must be locally grown or produced.

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## Space Requirements and Fees:

Please indicate your space requirements and desired pay schedule by checking the corresponding box(es) below

	<b>Indoor 6 ft table</b> (tables supplied and set-up)	<b>Indoor 8 ft table</b> (tables supplied and set-up)	<b>Outdoor 10ft tent space</b> (vendors supply own tables and tent) *limited availability
<b>FULL SEASON</b> (Oct 17th - May 8th) <b>Due Oct 10th, 2017</b>	\$650 <input type="checkbox"/> (\$22.41/market)	\$785 <input type="checkbox"/> (\$27.07/market)	\$525 <input type="checkbox"/> (\$18.10/market)
<b>Fall Season</b> (Oct 17th - Dec 19th) <b>Due Oct 17th, 2017</b>	\$250 <input type="checkbox"/> (\$25/market)	\$300 <input type="checkbox"/> (\$30/market)	\$200 <input type="checkbox"/> (\$20/market)
<b>Winter Season</b> (Jan 2 - Mar 6th) <b>Due Dec 28th, 2017</b>	\$250 <input type="checkbox"/> (\$25/market)	\$300 <input type="checkbox"/> (\$30/market)	\$200 <input type="checkbox"/> (\$20/market)
<b>Spring Season</b> (Mar 13th - May 8th) <b>Due March 6th, 2018</b>	\$225 <input type="checkbox"/> (\$25/market)	\$270 <input type="checkbox"/> (\$30/market)	\$180 <input type="checkbox"/> (\$20/market)
<b>Drop-in</b> (subject to availability) <b>Due day of market</b>	\$35/market <input type="checkbox"/>	\$40/market <input type="checkbox"/>	\$30/market <input type="checkbox"/>

Do you require electricity? \_\_\_\_\_

Do you have any other requirements? \_\_\_\_\_

It is permitted for vendors to sell a limited quantity of product that is not their own, however, an additional table fee surcharge will apply. Please see schedule C in the *Vendor Policy Guide* for details.

**Fees may be paid by cheque (posted to 5234 Sherbourne Dr. Nanaimo, BC, V9T 2J8) or using Paypal on our website ([www.IslandRootsMarket.com](http://www.IslandRootsMarket.com))**

## Membership and Agreement:

Please note you must be a member to sell at the market. Minimum membership is one co-op share (\$10). **When you join you are also be agreeing to purchase up to 5 shares for a total of \$50 if called upon to do so.**

- Yes, I am a member of the Island Roots Market Cooperative
- I would like to become a Co-op member. Enclosed is payment of \$ \_\_\_\_\_ for \_\_\_\_\_ shares.
- I agree to become a member upon confirmation of market participation

You can also become a member on our website: [www.IslandRootsMarket.com](http://www.IslandRootsMarket.com)

### Please initial beside each statement below

#### I agree to:

- \_\_\_\_\_ Pay all fees as set out by the Island Roots Market Cooperative.
- \_\_\_\_\_ Report any changes or additions to my product selection to the Market Manager for approval before bringing to Market.
- \_\_\_\_\_ Support the market and its vendors by meeting attendance requirements.
- \_\_\_\_\_ Notify the Market Manager of any planned absences (in abidance with market policies).
- \_\_\_\_\_ Share any concerns or suggestions with the Market Manager in the spirit of cooperation and with the intention to improve the quality of the market

#### I understand that:

- \_\_\_\_\_ Vendors are required to read and sign the *Vendor Policy Guide* and all attached *Schedules* prior to selling at the market.
- \_\_\_\_\_ In the event that the ownership of my business changes, it will be necessary for a new membership application to be filed by the new owner for review and approval.
- \_\_\_\_\_ Refunds will be considered on an individual basis at the discretion of the board
- \_\_\_\_\_ Other vendors may sell similar products to mine

**Waiver** - I agree to release, save harmless and indemnify Island Roots Market Co-operative and/or its officers and directors, employees, agents, or volunteers from and against all claims, actions, costs and expenses and demands in respect of any action or claim of any nature made by any person. Having read, understood and agreeing with the above waiver, I hereby apply for Vendor space for the current season.

Signature \_\_\_\_\_ Date \_\_\_\_\_