



2300 Bowen Road, Nanaimo  
www.IslandRootsMarket.com

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## 2021 Summer

### Vendor Application Form

**\*DUE APRIL 14, 2021\***

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

**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: \_\_\_\_\_

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

Primary Contact

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

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

- |                                       |   |   |
|---------------------------------------|---|---|
| <input type="checkbox"/> Contact Name | <input type="checkbox"/> Business Mailing Address | <input type="checkbox"/> Business Email |
| <input type="checkbox"/> Website      | <input type="checkbox"/> Business Phone Number    |   |



**Fees:**

Each vendor space is 10' X 10'. Please indicate your requirements and desired pay schedule by checking the corresponding box(es) below:

	<b>Wednesday Market April 28 - Oct. 13 25 markets</b>	<b>OPTION Post dated cheques</b>
<b>EARLY BIRD FEES</b> <b>*Pending Approval*</b>	\$550  <input type="checkbox"/>  \$22/market  Fees must be paid in full by April 14, 2020	Cheques must be received by April 14, 2021 for the following dates/amount:  April 15, May 15, June 15  All cheques \$200
<b>REGULAR FEES</b> <b>*Pending Approval*</b>	\$600  <input type="checkbox"/>  \$24/market	Cheques must be received by May 5, 2021 for the following dates/amount:  May 15, June 15, July 15  All cheques \$220
<b>POWER FEES</b> Must be paid in full with season fees	\$35  <input type="checkbox"/>	Power fees to be paid in full with first cheque
<b>DROP IN FEE</b>	\$30  <input type="checkbox"/>	N/A

Do you require electricity? \_\_\_\_\_ Other requirements? \_\_\_\_\_

It is permitted for vendors to sell a limited quantity of product that is not their own. 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 Drive, 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 also agree to purchase up to 5 shares for a total of \$50 if called upon to do so.** Shares can be purchased on our website: [www.IslandRootsMarket.com](http://www.IslandRootsMarket.com).

- 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

### 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
- \_\_\_\_\_ Take away all garbage, compost and recycling. (Vendors are not to use the public receptacles)
- \_\_\_\_\_ Complete and hand in Vendor statistics sheets each week, if requested. This information is anonymous and will be used to establish future funding for development.

#### 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 \_\_\_\_\_