



Holiday Craft Sale

2023 Application Form

Date: Saturday, December 9th, 2023, 10 a.m. – 4 p.m.

Location: Access Event Centre, 111-D Gilmour St, Morden, MB R6M 1N9

Registration Information: Open immediately and closes Saturday November 4th, at 3:00pm.

Please read through entire list of details before registering

Craft Sale Details:

- **All crafts are to be handmade and original.** No commercial products or non-registered items will be allowed. Only items listed on the form will be accepted. You will be required to remove any commercial items from your display.
- Just because you had a table last year does not guarantee you a table this year.
- Registration fee is **\$45.00 per table/space. Tables are provided at Access Event Centre.**
- **DO NOT bring any extra tables of your own. If you do, you will be asked to leave them in your vehicle as they are not permitted in the building.**
- Your provided table will be 8' x 2'.
- To create the spirit of the season, we suggest that all crafters cover their table fronts with festive tablecloths.
- Set-up time is Saturday morning beginning at 8:00 a.m. Exhibitors must be set up by 9:45 a.m., 15 minutes prior to opening. Please do not dismantle your tables until after 4:00 p.m.
- No promotions will be permitted for items that you are not currently selling.
- Registration will be fully curated to ensure that we have a balance of the types of arts and crafts available for customers. The committee reserves the right to limit the duplication of crafts.
- Food vendors must follow regulations as outlined. Please click on the link below for more information on these regulations.
<http://www.gov.mb.ca/health/publichealth/environmentalhealth/protection/food.html>
- No early bird sales or early takedowns are permitted.
- 1 Crafter per table
- The committee will pre-assign tables. We cannot guarantee to meet requests for placements. The vendor is not to re-arrange the tables from the original placement.
- Boxes, wrapping and packing material are to be stored out of sight.
- No crafts are to be displayed in front of or at the sides of your table. Lattice or backdrops behind the tables are permitted provided they are no longer than your table space of 8 ft.
- Tacks and/or nails are not to be hammered into the tables. Use a sheet or other material to cover your table or use Velcro or tape.

Continued next page...



- If you need to be near an electrical outlet, please indicate this on your application form below.
Bring your own extension cord.

In support of your sales, we will be sending press releases to the Morden Winkler Voice, Altona Echo, as well as advertising on local radio stations, outdoor signage, Pembina Valley Online, Pembina Hills Arts Council website, signs, posters and our e-newsletter, the City of Morden website and Facebook.

Questions: Contact Pembina Hills Arts Council at 204-822-6026 or at info@pembinahillsarts.com

There will be no refunds for vendor cancellations.

Crafters will be required to move vehicle to designated parking zone after unloading



\$45 fee per vendor

Office use only:
Order received: _____

Craft Sale Application Form

(Please remit this page to PHAC staff with payment)

Date: Saturday, **December 9, 2023**, 10 a.m. – 4 p.m.

Location: Access Event Centre, 111-D Gilmour St, Morden, MB R6M 1N9

Registration Deadline: Saturday November 4th @ 3:00pm

CHEQUES payable to: Pembina Hills Arts Council

Mailing address: 352 Stephen Street, Morden, Manitoba, R6M 1T5

This is an application only. Upon approval, your spot in the craft sale is only confirmed once payment is received.

NAME(S) _____

ADDRESS _____

TOWN/CITY _____ POSTAL CODE _____

PHONE # _____ E-MAIL _____

CRAFT DESCRIPTION/ VENDOR NAME:

**Due to health concerns, we need to know if your product is scented.*

Is your product scented? YES ___ NO ___

___ Please check here if you require space near an electrical outlet. **If checked, bring your own extension cord.**

By signing this document, you are indicating that you have read, understand, and agree to the guidelines as printed.

SIGNATURE: _____ **DATE:** _____

STAFF USE ONLY: Invoice # _____ Date Received _____ Staff Initial _____