



Pre-loved Toys and Kids' Clothing with Mother's Day Bake Sale Vendor Application

Information and guidelines:

- Registration fee is \$25 per space with a table, or \$20 per space without a table.
- Registration is first come, first served, assuming criteria is met.
- All funds raised from registration fees will support Fort Garry Community Centre programming.
- Spaces will be assigned by the organizers. We cannot guarantee to meet requests for placement.
- Two chairs will be provided for each space. Each table is 6' x 2'. Vendors must provide their own table coverings, if needed.
- Set-up time is Saturday, May 11, beginning at 10:00am. Vendors must be set up by 1pm.
- Tacks and/or nails are not to be hammered into the tables or walls. Please use a sheet or other material to cover your table along with Velcro or tape. Approved tape can be provided for use on walls.
- If you need to be near an electrical outlet please indicate this on your application form and provide your own extension cord.
- Pack-up must be completed by 7:00pm, but please do not dismantle your space until after 5pm. Tables and chairs provided by the community centre are to be left in the space. Garbage and recycling must be disposed of appropriately and all belongings removed from the building.
- There is no smoking or vaping allowed on the premises.
- The canteen will be open throughout the sale and will have a selection of food, snacks and beverages for purchase.
- Credit card and debit payments will be accepted at the bake sale table on behalf of vendors who do not have this payment option available. Instructions for this process will be provided the day of the sale.
- Promotion of this sale will include posters at both sites of the community centre, email distribution lists, website and social media posts. It is to everyone's benefit for vendors to assist with distributing posters, and to share via email and social media.



Pre-loved Toys & Kids' Clothing with Mother's Day Bake Sale

A fundraiser for the Fort Garry Community Centre!

Date: Saturday, May 11, 1pm –5pm

Location: Fort Garry Community Centre, Victoria site, 80 Derek Street, Winnipeg, MB

Registration deadline: May 6, 2019

Vendor fee: \$25 with table, \$20 without table

Forms of payment accepted:

- Cash
- eTransfer to info@fortgarrycc.ca
- cheque payable to Fort Garry Community Centre
- credit card via Square (call 204-505-3970 or visit in person)

Mailing address: 880 Oakenwald Avenue, Winnipeg, MB R3T 1N1

Registration is not confirmed until payment has been received in full and the merchandise description meets the criteria noted below.

NAME(S) _____

ADDRESS _____

TOWN/CITY _____ POSTAL CODE _____

PHONE # _____ E-MAIL _____

MERCHANDISE DESCRIPTION - Pre-loved items must be clean, in good to excellent condition, and fit into the categories of children's toys, sports equipment, clothing, books, crafts, educational games and activities, as well as mom and baby accessories. Items not fitting these categories will be assessed as needed. A minimal number of vendors will be accepted to sell baking; all food items must adhere to [Farmers' Market Guidelines](#). If you require more space than provided below, please attach a separate page with a full description.

I hereby agree to abide by the terms outlined in the information and guidelines provided, and include my payment of: \$ _____ for _____ table(s)/space(s).

___ check here if you require space near an electrical outlet. Please provide your own extension cord.

By signing this document you indicate you have read, understand and agree to the guidelines as provided.

SIGNATURE: _____ DATE: _____

Payment form _____ Date Received _____ Staff Initial _____