



# Douro-Dummer Automotive Flea Market & Car Show: Pop-Up Art Gallery & Craft Sale

September 15 - 16, 2018, 9:00 a.m. – 4:00 p.m.  
Douro Community Centre, 2893 Highway 28, Douro-Dummer, ON

## Vendor Registration

Name/Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Province/State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Description of work: \_\_\_\_\_

Sites are \$15 each, approximately 10' x 20'. Cash, debit, and cheques accepted at the Municipal Office during regular business hours. Cash or cheque only at the event. \$30.00 NSF Cheque Fee applies.

Site(s) requested (not guaranteed until full payment is received): \_\_\_\_\_

Total Enclosed: \$ \_\_\_\_\_

\*Please note that the walls in the Harvest Room cannot be used to hang anything; vendors must bring their own grids or easels to display work vertically, to a maximum of 6 feet in height.

**The Township of Douro-Dummer is not responsible for any loss or damages.**

I, the undersigned, submit my application to be a vendor at the Douro-Dummer Automotive Flea Market & Car Show: Pop-Up Art Gallery and Craft Sale. I have read and accept the Terms of Use.

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Office Use Only

Site #: \_\_\_\_\_ Fees Received: \$ \_\_\_\_\_ Fees Owing: \$ \_\_\_\_\_



## **Info & Terms of Use for the Douro-Dummer Automotive Flea Market & Car Show: Pop-Up Art Gallery & Craft Sale**

**September 15 - 16, 2018, 9:00 a.m. – 4:00 p.m.**

**Douro Community Centre, 2893 Highway 28, Douro-Dummer, ON**

1. The Pop-Up Art Gallery will be hosted in the Harvest Room (ground floor) of the Douro Community Centre. The Craft Sale and some flea market vendors will be hosted on the dry ice surface in the arena.
2. Vendors are permitted to set-up starting Friday, September 14<sup>th</sup>, 2018 at 8:00 a.m. Staff will be on site to assist vendors in finding their site. Vendors are expected to remain on site for the duration of the event. Tear down can start at 4:00 p.m. on Sunday September 16<sup>th</sup>, 2018 and must be completed by Monday, September 17<sup>th</sup>, 2018 at 3:00 p.m.
3. Vendors are responsible for their sites at all times, the Township of Douro-Dummer is not responsible for any loss or damages. Vendors agree to hold the Township of Douro-Dummer harmless and free from liability or responsibility for losses, accident or any other cause. The vendor shall provide their own insurance against any such loss, damage or accident. The Township of Douro-Dummer advises that all vendors purchase public liability insurance to a minimum of \$2 million.
4. Vendors will handle their own sales. Wi-fi is available in the lobby of the community centre to access online payment options (vendors must supply their own mobile internet devices).
5. All sites are to be kept clean at all times and vendors are required to pick up their debris when leaving the event, please take care to leave the site in the same condition that it was found.
6. A limited number of tables and chairs are available, first-come first-serve to a maximum of two (2) chairs and one (1) table per vendor.
7. Walls cannot be used to hang displays. Vendors must supply their own display easels and grids; displays are capped at 6 feet in height, must stay in the boundary of the vendor's site and must be well secured.
8. Vendors must fit all items within the confines of their site.
9. Upon arrival, vendors requesting a different site number than the site they are currently registered to will be put on the requested site only if it is available. Requests will not be processed unless accompanied by payment (if applicable).
10. Transfer site fees are charged an administration fee of \$10.00 per site, prepaid at the time of request (if applicable).

11. Vendors that are unable to attend the event must contact the office 30 days prior to the event. There are no refunds; however; transferring sites to another vendor may be done at a fee of \$10 (if applicable). No subletting of a site is permitted without the express written permission from the Township of Douro-Dummer.
12. All vendors arriving late will be assigned a site at the discretion of Staff. If a vendor plans on a late arrival or early departure they must alert the Township at least 48 hours prior to the start of the show.
13. A maximum of two (2) vendors/businesses are allowed to share a single site.
14. Vendors are not permitted to sell food or beverages on their site
15. Vendors are not permitted to sell restricted items, i.e. pornographic items, alcohol or tobacco products, knives with a blade over 5" in length, firearms of any sort.
16. Vendors are not permitted to solicit monies for charity or sell draw tickets from their site without express written permission from the Township of Douro-Dummer and the proper licenses or permits are in place.
17. **No Pets.** Pets are not allowed on the event grounds.
18. **No Fires.** Fires are not be permitted in the building or on the event grounds.
19. **No Smoking.** Smoking is not permitted in any Township buildings.
20. Vehicles must be parked in the designated area.
21. All vehicles must have site identification displayed in the windshield at all times.
22. Electricity is limited to a small number of sites in the arena, and on a first-register-and-pay, first-serve basis. Vendors must bring their own extension cords and power bars. Vendors are permitted to use battery operated items at their site. Vendors must ensure that electric/electronic items do not emit sparks or overheat to the point of combustion.
23. Generators are permitted on outdoor sites providing they do not emit fumes, noise is kept to a minimum and the generator is within the confines of the rented site. If Officials receive complaints about the fumes or noise they will request that the generator not be used. Vendors must ensure that generators and other items do not emit sparks or overheat to the point of combustion.

All decisions made by the Automotive Flea Market & Car Show personnel are final.

Vendors not complying with these terms and conditions may forfeit sites without refund and be promptly removed from the premises.

Terms are subject to change without notice, please check with organizers if you are unsure.

For more information please contact  
Jess McArthur  
P: (705) 652-8392 x 212  
E: [jessykam@dourodummer.on.ca](mailto:jessykam@dourodummer.on.ca)

