



NCCT's 2016 Sunday Artisan Market

Application Form for the 2016 NCCT Artisans Market

Market dates:

Sunday December 4, 2016 - 11am - 4pm

Sunday December 11, 2016 - 11am - 4pm

Sunday December 18, 2016 - 11am - 4pm

Application Deadline: Friday November 25th, 2016, 5pm

Artist Name: _____

Studio Name (if applicable): _____

StreetAddress: _____

City: _____

Postal Code: _____

Telephone: _____

Email Address: _____

Website Address: _____

I would like to apply to the NCCT's Christmas Artisan Market as (select one):

Food Artist: I love cooking and baking and would like to sell and show my food products

Crafts Artist: I would like to have a table to sell my handmade crafts and items

Music Artist: I would like to entertain and provide music or stories,

I am a resident of the Indigenous Community of Toronto... Yes No

Please Provide a brief description of your artwork to be included in the brochure (max 150 words).

Provide title, size and medium for 6 works of art. Email JPG images (900px along the short dimension) of this recent work to: Paul.Mcleod@ncct.on.ca or put on thumb drive or CD and submit with this application.

Image 1: _____

Image 2: _____

Image 3: _____

Image 4: _____

Image 5: _____

Image 6: _____

RULES AND REGULATIONS

THE NCCT's Christmas Artisan Market (NCCT) as used herein refers to the Native Canadian Centre of Toronto and its employees and agents.

The NCCT is overseen by a board of directors. The board has adopted the following rules and regulations. At times, the board may amend, delete, or modify its policies, rules and regulations in order to promote the Market as a whole to the community of Toronto. All participants in the NCCT's Christmas Artisan Market will behave toward Market customers, board staff and volunteers, in a professional manner which fosters a sense of community, health, family, camaraderie, and a spirit of cooperative involvement.

All participants in the NCCT must support and represent, in all displays, events, activities, goods and services, the value of an open and supportive environment, offering healthy and creative shopping choices while promoting local and regional food producers and artisans. This meeting place will be safe and inviting, and active in fostering a positive sustainable community in Toronto's Indigenous Community.

The NCCT's Christmas Artisan Market was established to:

- support and represent the market, community, health and family;
- manage and operate a sustainable, self-supporting community market;
- support and promote a sustainable and vibrant local agricultural industry by providing an outlet for the sale of locally-grown and locally-processed agricultural products, and by educating the community about its agricultural heritage and agriculture today;
- support and encourage the arts by providing an outlet for the sale of artisan crafts and other fine art products, and opportunities for local musicians and other entertainers to perform; and,
- to create a positive experience for people who come to market, and to provide opportunities for local non-profit groups to tell their community story, contributing to a sense of community.

HOURS, DATES AND LOCATION:

NCCT's Christmas Artisan Market will operate in The Native Canadian Centre Auditorium from 11am-4pm for 3 consecutive Sundays

WHAT CAN BE SOLD:

The NCCT's Christmas Artisan Market follows and enforces a "Make it, Bake it, Grow it, Catch it" policy.

FARM, FISH & WILD HARVEST: fruits, vegetables, herbs, flowers and other agricultural and horticultural products, dairy products, fish, shellfish, meats, as well as food items that are made by the vendor from raw ingredients.

PREPARED FOOD: Processed foods generally prepared for off-site consumption, such as baked goods, jam, sauces etc.

FOOD SERVICE: prepared by the vendor, generally for consumption at the Market.

CRAFT & ARTISAN: All crafts must be handcrafted and approved by the Market Manager, the NCCT committee and the jury committee. No items may be added to your table after the jury process. If you wish to introduce a new item for sale please contact the Market Manager. NCCT reserves the right to decline or limit products as they see fit. The Market Manager has the discretion to immediately remove any craft item that he/she considers objectionable. The Board of Directors must review the Manager's decision within 30 days and make an official ruling on the matter.

Commercially made products will NOT be permitted. Definition of commercial products:

- Items imported (i.e. made in China, Japan etc.)
- Items imported for charity purposes
- Items manufactured & or commercially sold.

FOOD PROVIDERS & HEALTH DEPARTMENT REQUIREMENTS:

The Toronto Health Department is very strict on ensuring all regulations are followed and met. Please make certain you are prepared and follow their requirements as detailed in the Guidelines for Sale of Food at Temporary Food Markets or your permit will not be issued.

Health officials will attend the Market regularly to ensure compliance to the guidelines. If you are found non-compliant, you will be fined by the Health Department. It is your responsibility to ensure you are within the guidelines; NCCT takes no responsibility if you are fined. Please contact the Toronto Health Department for further details.

Approved Vendor of NCCT's Christmas Artisan Market, I agree to,

- Arrive between 9:30-10:30 am on market days.
- Contact market staff in the case of an unexpected delay on market day.
- Confine product display to the dimensions of the designated stall space (10' X 10'), canopy, table and canopy weights to be supplied by vendor.

- Complete table set-up and product displays by 10:45 am, 15 minutes prior to the official start of market day.
- Commence selling officially opens market day at 10:00 am.
- Display prominently my business / personal name on a sign that can be read clearly from at least 10' away.
- Display proof of certification for organic, transitional, and/or food safety handling, as applicable.
- Sell only products that have been approved by NCCT and are of a quality that contributes to the positive reputation of both your business and that of NCCT.

Space Allocation

- Spaces are 10 x 10 in size and more than one space can be rented on market days. Please indicate on your application form the number in which you require.
- Vendors are responsible for providing, setting up and tearing down their own chairs, tables, tents and other display items and for cleaning up their space. and are responsible for taking away their own garbage and recycling at the end of the market day.
- Sharing of space with another vendor is permitted, however each vendor must submit their own vendor application form beforehand. Please indicate on your application form who will be the primary contact for the booth. (this is the person who will be submitting the fees for the space)
- Ensure that product pricing is displayed in a clear and obvious way.
- Attach ingredient labels to all prepared foods sold for home use and/or display ingredients for items sold to eat at the market site.
- As a food vendor, follow the document Guidelines for Sale of Foods at Temporary Food Markets (available online and produced by the CDC) and get permits as required.
- Vendors are required to remain at their stall space until closing at 4:00 pm. If a vendor sells out before 4:00 pm, they must display a “sold out” sign on their table. Vendors are to cease sales at 4:00 pm sharp. Aim to be packed up & gone within an hour.
- Remove all garbage and other visible signs of your stall by one hour after official closing of market day.
- Provide samples for jurying or assessment as requested by NCCT.
- Write and submit complaints to NCCT rather than airing them publicly at the market.
- Not bring pets to the market.
- Have all electrical equipment pre-approved by member of Market Committee.

- The Vendor agreement can be terminated at the sole discretion of the NCCT Marketplace staff if vendors fail to comply with the Vendor rules and regulations.

I have read the 2016 NCCT's Christmas Artisan Market Application Guidelines and agree to participate in the Market according to the rules outlined therein. I certify that the articles I offer for sale are made by my own hand and are designed by me and are similar to those represented by the images provided in my application. If accepted into the tour, I understand that the images and promotional information that I have submitted in this application may be used by the NCCT for any and all promotional purposes without notice or payment to me. I will promote the event through my website and email/mail contact list(s). I will be responsible for my own insurance, vendor's permit, liabilities and costs incurred for my location.

please sign and submit this page with your completed application.

I _____ have carefully read and understood the NCCT's Christmas Artisan Market Rules and Regulations and will adhere to them.

Signature: _____

Date: _____