



## **Holistic Market Vendor Package**

Dear Holistic Business Owner,

I would like to invite you to be a part of the very first Carley's Angels Holistic Market taking place at our **Cycle for Carley's Angels 2019 on Tuesday, August 20th** from 5:00pm - 9:00pm at the CF Shops of Don Mills.

*This annual event is filled with fierce competition and fundraising for the Carley's Angels Foundation as we work to unite traditional and holistic cancer care in hospitals.*

This year we have added a Holistic Market to showcase some carefully curated businesses that align with our mission and help highlight a holistic lifestyle. This busy event is filled with 300+ active and wellness focused couples and families who are primed for your products! This is a lucrative market for our preferred vendors.

Below is all of the information you will need to successfully manage your booth at the Cycle for Carley's Angels Holistic Market. Please ensure you read this package thoroughly and let us know if you have any questions.

We hope that your experience with Carley's Angels is a meaningful and prosperous one!

All the best,

Riley Allison  
President  
Carley's Angels Inc.  
[info@teamcarley.ca](mailto:info@teamcarley.ca)



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### General Information

- The market hours are **5:00pm-9:00pm**.
- **Load-in begins at 3:00pm**. Each vendor will be assigned a load-in time slot (schedule to be distributed 1 week prior to the event)
- **Load-out must be completed by 10:00pm**.
- The market location is the **CF Shops of Don Mills on Aggie Hogg Gardens**, 1090 Don Mills Rd, North York, ON M3C 3R6.
- All vendors have the option to purchase as many 10ft X10ft spaces as they require.
- Vendors will be notified of their location within the market layout, prior to August 20th.

### Vendor Fees & Inclusions

- All vendor fees include (1) 6ft table and (2) folding chairs per 10' x 10' vendor booth
- Vendor fees must be paid in full by Tuesday, August 13th
  - Day Fee Without Tent - \$200
  - Day Fee With Tent - \$350
  - \*\* Vendors who inform another holistic business about the Carley's Angels Holistic Market, ensure they apply and they are successfully accepted to vend, will receive \$50 off both vendors day fees.

### Vendor Presentation

- All vendors should have a stable, white, outdoor 10ft X10ft tent, without any branding or graphics. Weights will be required to secure your tent in wind. \*If you do not have one of these, Carley's Angels can provide a tent at an additional cost.
- Please bring clean tablecloths, this marketplace attracts a clientele that demands pleasing esthetics.
- All vendors must display their items on signs or chalkboards and have product prices visible
- All vendors must have appropriate signage to promote their business
- Cleanliness and adherence to public health is mandatory. All booths **MUST** be clean and sanitary at all times.



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### **Load-In Instructions & Parking Arrangements**

1. All vendors will unload vehicles at Aggie Hogg Gardens. Each vendor will be assigned a load-in time one week prior to the market. These times must be adhered to in order to ensure efficient set up.
2. Load in time slots will be determined by the market management. If you miss your load-in time you will be required to park and carry your items to your booth space.
3. Ample free parking is available on-site. You will be provided a map prior to August 20th determining your location within the market. We will have a staff member on site as well to direct you as to where to go upon arrival.
4. Setup is from 2:00pm to 4:45pm and breakdown is from 9:00pm-10:00pm. It is expected that vendors will be fully ready for business at 5:00pm for market open. Vendors arriving after 4:30 will forfeit the ability to drive directly to their booth space and must park and carry their goods from the parking lot.

### **Market Policies & Vendor Regulations**

All vendors must agree to abide by the following Market Policies & Vendor Regulations. These rules are important to the welfare and safe operation of the Carley's Angels Holistic Market. Failure to abide by the rules may be cause for expulsion from the Market.

1. Growers must have appropriate documentation ensuring that their farm/growing facility is fully licensed according to provincial standards.
2. Producers of prepared and/or packaged goods must be permitted by Toronto Public Health prior to acceptance into the Market. Vendor must keep a copy when vending/. Any food samples must be prepared in ways that reflect the rules set out by Toronto Public Health. All cooling unit temperatures, gloves, safe handling practices, etc will be enforced and strictly abided by.
3. Vendors may sell only those products applied for and approved on their application.
4. We are a ZERO WASTE market. Please arrange for your set up to involve no waste. As Sanitation containers provided by the Shops are for their customer use only.
5. Agricultural waste and broken-down boxes must be hauled away.



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6. Vendors are responsible for maintaining their spaces in a clean and sanitary condition, and are responsible for disposing of any debris at the close of business.
7. All product prices must be clearly posted.
8. No signage or pamphlets are allowed to promote activities outside of the Carley's Angels Holistic Market / Cycle for Carley's Angels that are unrelated to vendor's business.
9. All produce and food must be stored or displayed off the ground.
10. Carley's Angels has the authority to prohibit the sale of any product that does not conform to market standards.
11. Vendors are required to keep their products, chairs, tables and equipment inside their booth boundaries. We have the right to ask that your stall signage or display be rearranged if it is blocking another vendor, traffic flow or if it extends beyond the allotted booth space.
12. Children cannot roam or wander unsupervised.
13. Pets are not allowed under the Toronto Public Health Guidelines.
14. No playing of instruments, tapes, or CDs without permission from Carley's Angels
15. Smoking and the use of tobacco products are not allowed in or around vendor stalls or where food is displayed.
16. No recreational drugs or alcohol are allowed on the premises.
17. Vendors are responsible for collecting payment for their own product and any applicable sales tax.
18. Professional conduct is expected. Any yelling, swearing, throwing items, harassing or threatening other vendors, volunteers or management will not be tolerated. This includes in person or by social media. This type of behavior will result in permanent expulsion from the market with no redress.
19. Vendors are responsible for carrying liability insurance in the amount they deem appropriate.

*For the first offense of any of the above regulations, a verbal warning will be issued. For the second offense, the vendor will be asked to leave the site. No refunds will be given for vendor fees paid.*