

Call for Vendors

Treat Yo 'Elf

ENMAX CENTRE HOLIDAY MARKET

DECEMBER 4

12PM - 5PM

**ENMAX CENTRE
ICE LEVEL**

- \$150.00 + GST
- INCLUDES TABLE, TABLE SKIRTING
- LUNCH INCLUDED
- OPTIONAL SECOND LUNCH CAN BE PURCHASED
- COMPLIMENTARY COFFEE AND WATER ALL MARKET (FOR VENDORS)



Treat Yo 'Elf

ENMAX CENTRE HOLIDAY MARKET

VENDOR APPLICATION FORM

LOCATION: Ice Level - ENMAX Centre

2510 Scenic Dr S, Lethbridge, AB T1K 1N2

DATE: Sunday December 4th | 12:00pm to 5:00pm

VENDOR INFORMATION

COMPANY VENDOR NAME:

CONTACT PERSON:

EMAIL:

ADDRESS:

POSTAL CODE:

PHONE NUMBER:

PRODUCT DESCRIPTION:

Social Media Handles:

Instagram:

Facebook:

Twitter:

Website:



Treat Yo 'Elf

ENMAX CENTRE HOLIDAY MARKET

FEES:

- \$150.00 plus gst
- INCLUDED IN YOUR FEES:
 - 1 (one) 8 ft rectangular skirted table
 - 2 (two) chairs per table
 - Complimentary boxed lunch (see page 5 for menu options)
 - Complimentary coffee and water for vendors
- NOT INCLUDED IN YOUR FEES:
 - Power (limited availability for an additional fee)
 - Second boxed lunch can be added for \$15.00 plus gst

VENDOR INFORMATION & EXPECTATIONS:

- SET UP:
 - Sunday December 4th at 10AM
 - Lunch is served at 11:30 AM
- We do not guarantee exclusivity
- Vendors must contain all demonstrations, promotions, and materials within the boundaries of their exhibit space which is one x 8 ft table.
- No helium balloons are permitted within ENMAX Centre
- No open flames are permitted within ENMAX Centre
- No hanging or taping items to ENMAX Centre property
- There is no storage area for extra bins/totes etc.
- Vendors are responsible for obtaining any/all liability insurance related to participation/requirements of the exhibit in the show. The ENMAX Centre and all its staff will not be held responsible for any loss or damage that may occur to property or persons during the times of the event including set up and take down.



Treat Yo 'Elf

ENMAX CENTRE HOLIDAY MARKET

- Lost or stolen goods - Personal property is the responsibility of the Vendors. The City of Lethbridge ENMAX Centre shall not be liable for loss or damage to the property of others while such property is in or on City property.

ADDENDUM:

- ENMAX Centre reserves the right to make any necessary changes, additions or deletions
- ENMAX Centre reserves the right to terminate or limit any displays or exhibits that are considered to be inappropriate
- No signage within the premises of the ENMAX Centre shall be covered or removed at any time.

VENDOR CONFIRMATION:

I _____ agree to the conditions outlined above.

SIGNED:

DATED:

We look forward to seeing you in December and wish you all the best in your preparations for a successful event



Treat Yo 'Elf

ENMAX CENTRE HOLIDAY MARKET

MEAL OPTIONS (Please select one)

OPTION A - Chicken caesar wrap with garden salad

OPTION B - Vegetarian wrap with garden salad

OPTION C - Turkey and swiss wrap with garden salad

OPTION D - Ham and cheddar wrap with garden salad

SALAD DRESSING OPTIONS (Please select one)

Ranch

Italian

Vinaigrette

FEES AND PAYMENT:

Vendor Table - \$150.00 + gst \$157.50

Power (limited availability) - \$25.00 + gst \$26.25

Additional lunch Ad On - \$15.00 + gst \$15.75
(Options will be confirmed at time of payment)

Grant Total Vendor Fees: \$ _____

*We accept Debit, Visa, Mastercard, American Express, and Cash

**To arrange payment, please contact Robin Sakamoto at 403-360-6734

***Vendor space is not confirmed until payment and form are received.

EVENT CONTACT

Robin Sakamoto, ENMAX Centre Events Coordinator

Phone: 403-360-6734

Email: robin.sakamoto@lethbridge.ca

Kayla Wurzer, Kayes Solutions

Phone: 403-715-8665

Email: kayla@kayesolutions.com

