

Blue Heron Support Services Association

Main Street Market

Registration Package

The 2021 Main Street Market is scheduled to run from **June 26th 2021 to August 28th 2021**

The Market hours of operation are **Saturdays from 10:00am to 2:00pm**

Vendors are expected to **arrive after 8:00am and leave before 3:00pm**

Rates per stall for the 2021 Main Street Market are **\$20.00 each**. This fee is collected by Blue Heron Support Services Association, and can be paid by cash or cheque dropped off at our office; or by debit, credit or PayPal, through our website.

For each Saturday, there will be a total 65 stalls available for vendors. Stalls will be filled in the order that registrations & payments are received.

Registrants must include **full payment for all desired Market dates** with their registration in order to reserve a stall.

Vendor Registration Package

A. Please read and initial to confirm your understanding of the following Rules & Regulations

1. The Main Street Market is an all-weather market. Vendors who do not attend due to inclement weather will not be refunded, except in the event of extreme weather (ex: severe lighting, flooding, etc.)
2. All Vendors must be in compliance with [Alberta Health Services Guidelines for Public Market Vendors](#) .
 - a. Vendors selling food & food products must be in compliance with Alberta Health Services [Food Handling Requirements](#) .
 - i. This may include having a valid Food Handling Permit.
 - ii. All food products must be appropriately packaged and labelled according to the [Market Labelling Guide](#) _____
3. In order to comply with government regulations surrounding COVID-19, and to ensure the health and safety of our staff, vendors, and customers, the following regulations are in place:
 - a. If a vendor or customer is sick, they WILL NOT be permitted to enter the market. If vendors or customers have any of the following symptoms: sore throat, runny nose, fever, cough, extreme tiredness, shortness of breath or have been in contact with someone who has been sick, entrance will be denied.
 - b. All attendees wishing to participate in the Market will be required to use Hand Sanitizer upon Entering and Exiting the Market
 - c. Vendors must keep their stalls clean and sanitized, and provide sanitizer for customers
 - d. Reusable bags are permitted; however, we are asking that customers using reusable bags pack them themselves. We are also asking that customers not touch vendor products unless intending on purchasing said items.
 - e. We ask vendors and customers to respect Social Distancing guidelines put in place by AHS, maintaining a minimum 6 ft. distance from others.
 - f. We highly recommend that a Face Mask be worn while visiting the market.
 - g. Customers are encouraged to shop with purpose and to refrain from visiting within the market area.
 - h. Additional Activities: There will be no social activities in the market at this time, which includes but is not limited to: buskers, face painting, balloon artists, children's play area, etc.
 - i. Washrooms: the market does not provide public washrooms. Customers may ask surrounding businesses to use their public washroom.
 - j. Under no circumstance should our staff or vendors be subject to abusive language from anyone at the market. _____

Vendor Registration Package

4. All products must be legal to sell in Alberta, and any applicable licensing must be provided to market administrators. (ex: Liquor license) _____
5. Market administrators may use their discretion to refuse a vendor based on the products/services being sold, ineligibility to do business in the province of Alberta, or non-compliance with government/market regulations or town bylaws, _____
6. Smoking and vaping are strictly prohibited within the Market area. _____
7. Animals are prohibited within the market area, except in the case of a guide dog used by a person with a medical condition or disability.
 - a. Please note, owners of guide or service animals should have a copy of certification for the animal on them at all times. _____
8. All stalls are the same size, approximately 10 feet by 10 feet
 - a. No product, signs, or stands shall be displayed outside of this area.
 - b. **Vendors are responsible for providing all of their own tables, tents, and equipment**, as well as weights to anchor their tent. All tents must be weighted down during the market
 - c. Power is NOT available. If a vendor decides to use a generator, they must have an inverter to minimize generator noise (as it is disruptive to other vendors and market patrons) and must tape down all cables.
 - d. Vendors are responsible for any damage that occurs to the area within or surrounding their stall. (ex. Town or other vendor's property, damaged trees, grass, etc.) _____
9. Vendors may NOT park on Main Street. These spaces are reserved for patrons of the market and surrounding businesses. Vendors may drive into the market in the morning to unload their products and supplies, go park their vehicle, and then walk to the market to finish their set-up. _____
10. Barricades will be erected at 8:00 am and removed at 3:00pm. Vendors are not permitted to set up before the barricades are erected in the morning. Similarly, vendors must be completely disassembled and off the road before the barricades are removed at the end of the day. _____
11. Vendors must be set up in their stall and ready to operate by 9:45 am, at which time access roads are closed. Stalls that are vacant after this time may be reassigned to another vendor. No refunds or date exchanges will be given to vendors arriving late where stalls have been reassigned or are no longer accessible. _____

Vendor Registration Package

12. . Public selling begins at 10:00 a.m. and ends at 2:00 p.m. _____
13. Sold out vendors are not permitted to leave early. _____
14. Vendors are responsible for removing AND TAKING AWAY from the market their own garbage and stall cleanup. Garbage cans provided in the Market are for customer use only. The use of town or other businesses garbage bins is strictly prohibited. _____
15. Failure to comply with Market Rules and Regulations may result in cancellation of stall and removal from the Main Street Market
 - a. **No refund will be provided for loss of stall(s).** _____

B. Registration Checklist:

1. Fill out the registration package.
2. Make sure your business/product complies with our market rules & regulations available on our registration packages. Also become familiar with the [Public Market Vendor Rules and Regulations](#) as set out by Alberta Health Services.
3. If you sell food, be aware of the [Food Handling Requirements](#) from Alberta Health Services. You may be required to get a certificate from Alberta Health Services. You can still send in your registration before you have obtained those certifications, as long as you us a copy before the first day you have been approved to vend at the market.
4. All vendors should be aware of the [Market Labelling Guide](#), [Handwashing Stations](#), and [Sanitization Solutions](#) as regulated by Alberta Health Services.
5. Include payment in the form of cash or cheque, or proof of payment through our website portal.
6. Submit your documents by:
 - Emailing them to katie.magill@bhssa.ca
 - Faxing them to 780-674-6294
 - Bringing them to our office at 5123 50th Ave in Barrhead
7. For any additional questions, you can contact us at:
 - Phone: **780-674-4944 ext. 316**
 - Email: katie.magill@bhssa.ca

Vendor Registration Package

C. Registration Form

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|---|
| Vendor Business/Organization Name: |
| AB Business license # or Charity Registration #: |
| Contact Name: |
| Address: |
| City: |
| Postal Code: |
| Phone: |
| Email: |
| Website: |
| Facebook: |
| What payment methods do you accept?: |

Please choose the market dates that you would like to attend for the 2021 season:

- | | | | |
|----------------------------------|----------------------------------|------------------------------------|---|
| <input type="checkbox"/> June 26 | <input type="checkbox"/> July 17 | <input type="checkbox"/> August 7 | <input type="checkbox"/> August 28 |
| <input type="checkbox"/> July 3 | <input type="checkbox"/> July 24 | <input type="checkbox"/> August 14 | Total # of Saturdays: <hr/> |
| <input type="checkbox"/> July 10 | <input type="checkbox"/> July 31 | <input type="checkbox"/> August 21 | |

Vendor Registration Package

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| Description of Business or Organization: |
| Description of products or planned activities: |
| Description of all equipment used in stall (ex. Coolers, generators, etc.): |

If you are a food vendor, please attach a copy of any relevant licensing or certification with your registration, or before the first date you are scheduled to be in the market.

Payment Information:

$$\underline{\hspace{2cm}} \times \$20.00 = \underline{\hspace{2cm}}$$

Total # of stalls per stall fee TOTAL FEE DUE

To be paid by:

| | | | | |
|------|---------|-------|--------|--------|
| CASH | CHEQUE# | DEBIT | CREDIT | PAYPAL |
|------|---------|-------|--------|--------|