



# Christmas on the Peninsula Festival

## **2022 Christmas Market Policies**

We are delighted to be able to offer a Christmas Market during the Christmas on the Peninsula Festival. The Market will be held at the White Rock Community Center.

### **Deadlines for Standards committee's jurying**

A Standards Committee will decide which products will be part of the Christmas Market. We are looking for articles of high quality, unique gift ideas, Christmas decorations and new and innovative products in keeping with the Christmas spirit. **The deadline (arrived at our mailbox) for first jurying is April 14th and for second jurying May 27th.**

Government safety and labeling health regulations must be met. All prepared food items to be sold at the market must meet the Fraser Health Authority regulations and be approved by the District Public Health Inspector of the South Fraser Public Health Unit. See "Temporary food businesses and special events" section here:

<http://www.fraserhealth.ca/health-info/health-topics/food-safety/food-business/>

All food handlers must have completed a food safe course. Please do not include sharp objects, which may be dangerous.

### **Application Information**

Please send your completed:

1. 2022 Christmas Market Application Form
2. 2022 Christmas Market Waiver Form
3. Photos (3) of the products you will be selling at the 2022 Market. No website referrals please.
4. Cheque made out to "Christmas on the Peninsula Society" for the FULL amount of the table/space rental. Your cheque will be deposited when you have been informed that a space is available for you.

Mail your complete package to:

**Christmas on the Peninsula Society – Christmas Market  
c/o South Surrey & White Rock Chamber of Commerce  
#22-1480 Foster Street  
White Rock, BC  
V4B 3X7**

*Please note the South Surrey & White Rock Chamber of Commerce only keeps a mail drawer for us. They do not receive fees, take messages or check entry forms and cannot give information regarding the Christmas Market.*

Once we have received your full application package and the Standards Committee has completed their selection, you will be sent an email confirming your acceptance. About the beginning of November, you will be sent instructions for checking in on Set-Up or Market May. A vendor space and two ID badges will be provided.

### **Credit Cards/Debit Transactions**

Phone jacks are not available for credit or debit card transactions. Please come prepared to handle manual or cellular transactions. A bank machine is available across Russell Mews opposite to the entrance to the White Rock Community Centre.

### **Tables**

Tables will be provided. Every effort will be made to accommodate the wishes of the individual vendors. Allocation of table sites will be determined by the committee and the Society's Christmas Market Manager and that decision will be final. However, if you do have a preference, please let us know and we will try to accommodate you. Please bring extension cord if you require electricity. No extra tables or products may be put up without permission of the Market Manager. Only use space allocated. The colours of the Festival are red and green so tablecloths in red, green, black or white are encouraged (no colours in blue, yellow etc.). **Signs cannot be bigger than letter size except with the prior permission of the Market Manager. Please do not hang anything on frames or walls.**

### **Vendors**

The Festival Committee reserves the right to limit the number of vendors who have similar products or services, or which are not fitting with the theme. This will enable all participating vendors to have less competition allowing them greater opportunity to prosper from the event. Please make sure you send photos (not website info) representative of all products you are planning to sell. Vendors displaying products or articles not applied for, will be asked to remove them (e.g. knitting, jewellery etc.).

### **Setting up and taking down displays**

Vendors' displays **MUST** be in place prior to 9:00am, Saturday, November 26, and remain open until 5:00pm. At 9:00am a By Invitation Only VIP Reception will take place in the LOBBY, therefore it will be closed to through traffic. At 9:30am a Selection Committee will be judging the displays and award a small prize. In setting up your display, please make every effort to remain within your allotted space. No music please. There will be ongoing music programs. Excess noise from vendor operated equipment is prohibited. From 9:30am-10:00am VIP's will be given the opportunity to shop before the Market is open to the Public at 10:00am. Since approximately 2000 visitors attended in previous years, please have on hand sufficient product. If you sell out prior to 5:00pm, please leave your table/space intact and post a sign. Please **DO NOT** start taking down until 5:00pm. Displays and the surrounding area should be cleared and clean by approximately 5:30pm. **PLEASE REMOVE ALL GARBAGE.**

### **Advertising**

The festival will be promoted in newspapers, bulletins and newsletters, posters, flyers, Facebook and websites, including ours at [www.christmasonthepeninsula.com](http://www.christmasonthepeninsula.com)

**Dates and times**

*Set-up: Friday, November 25th 2:00pm - 3:45pm*

*Set-up: Saturday, November 26th 7:30am - 9:30am*

**(NO LOBBY THROUGH TRAFFIC 9:00-9:30AM)**

*Hours of operation: Saturday November 26th 9:30am - 10:00am - VIP Sale*

*Saturday November 26th 10:00 am - 5:00pm – Open to the Public*

*Take-down: Saturday November 26th 5:00pm - 6:00pm*

**Liability**

The Christmas on the Peninsula Society is not responsible for stolen or damaged merchandise while the vendor is at the Market. The Christmas on the Peninsula Society is not responsible or liable for any injuries or any accident occurring on site, while displaying, transporting or removing their products. The vendor is responsible for notifying the customer of potential health hazards surrounding their products e.g. allergies pertaining to food or skin products. Christmas on the Peninsula Society accepts no responsibility associated with returned cheques and declined credit card payments, etc.

**Parking**

Each vendor who arrives on Market Day 7:00am -9:00am might expect to find a parking space in the underground parkade of the White Rock Community Center or nearby Parkades. Cars parked at ground level on Miramar Village Plaza will be towed away at the owner's expense.

**Rental fee**

Small table (6ft) - \$60, large table (8ft.) - \$80. 10+ feet (8ft. table + extra space) - \$100

The registration fee will be due in full when application forms are submitted.

**Cancellation Policy**

**Cancellation Policy: 72 hours' notice must be given to the Market Manager via phone or email. Depending on the reasons a credit may be given. Vendor cancellations are subject to a \$20.00 fee that is non-refundable.**

*Riki Switzer  
Christmas Market Manager  
Phone 778-294-5091  
Email: rikiswitzer@gmail.com*

