



GREATER  
**VICTORIA  
HARBOUR**  
AUTHORITY

## **2020 MARKET ON THE PIER APPLICATION PACKAGE**



**THE  
BREAKWATER  
DISTRICT**  
AT OGDEN POINT

This application form must be completed in order for the Applicant to be considered as a vendor for the Ogden Point Market on the Pier owned by Greater Victoria Harbour Authority (GVHA).

Please submit completed applications to Deanna Young via email.

**For additional information, please contact:**

Deanna Young Promotions  
Market on the Pier Coordinator  
Tel: (250) 727.5989

Email: [deannayoungpromotions@gmail.com](mailto:deannayoungpromotions@gmail.com)



## 2020 MARKET ON THE PIER VENDOR APPLICATION PACKAGE

### **FAST FACTS:**

#### **Market Location**

Ogden Point Terminal  
185 Dallas Road  
Victoria BC, V8V 1A1

#### **Pier B Market**

- Located under the large tent on the north side of the Pier B building.
- Free parking in employee lot.
- Drop-off area adjacent to tent.

#### **Pier A Market**

- Located in front of the gift shop.
- Pay parking available in South Robbins Lot.
- No drop-off area.

#### **Daily Tear Down**

Everything brought in must be removed at the end of each market day.

#### **Application Deadline**

**Deadline:** 5:00pm  
February 7<sup>th</sup>, 2020

**Notice of Acceptance:**  
March 2<sup>nd</sup>, 2020

#### **Jury Information:**

Our jury is comprised of experienced, diverse crafters who follow the acceptance criteria, and category limits. Year to year will have different jurors and applicants, and this is to ensure our market remains as unique as the crafters who participate.

### **CONTACT**

Correspondence will be made via email. Please ensure that you place **deannayoungpromotions@gmail.com** in your email's safe list (\*hotmail.com or .ca may need to check their "junk" folder). For any questions or concerns please contact Deanna Young (250-727-5989).

### **ACCEPTED CRITERIA**

- ✓ Applicants must be the designers, creators and producers of their work. Absolutely no kit crafts, imported crafts, or items crafted by someone other than the applicant will be accepted. No direct sales vendors.
- ✓ Application packages (including samples, photos, product packaging and booth display examples) will be juried for quality, durability, originality and professional presentation.

### **BOOTH SPACES**

#### **Pier A & B Market**

- Space is 6' wide x 5' deep.
- We will provide a 6-foot table under the large, white market tent.
- Outlets are for lighting use only, unless approved by the market coordinator.
- You are responsible for adequately lighting your booth and bringing your own extension cords. Edison style lights are provided in each tent.
- Heaters are provided with restrictions (see section Vendor Package document for more information).



**2020 MARKET ON THE PIER VENDOR APPLICATION PACKAGE**

Are you a  New Vendor  Previous Vendor If so, most recent year: \_\_\_\_\_

**1. APPLICANT INFORMATION**

Business Name: \_\_\_\_\_

Full Legal Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Province Postal Code

Telephone: \_\_\_\_\_  
Home Work Cell

Email: \_\_\_\_\_ Instagram: \_\_\_\_\_

Website: \_\_\_\_\_ Facebook: \_\_\_\_\_

**2. EMERGENCY CONTACT INFORMATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Street City Province Postal Code

Telephone: \_\_\_\_\_  
Home Work Cell

**OFFICE USE ONLY**

Application Received: \_\_\_\_\_ Status:  Accepted  Not Accepted  Waitlist  
Notice Sent: \_\_\_\_\_

**NOTES:**

Total Number of Markets: \_\_\_\_ (Pier A: \_\_\_\_ / Pier B: \_\_\_\_)

Payment Type:  Master Card (Last 4 digits: \_\_\_\_),  Visa (Last 4 digits: \_\_\_\_),  Cheque,  Cash



**2020 MARKET ON THE PIER VENDOR APPLICATION PACKAGE**

**3. PRODUCT DESCRIPTION**

PLEASE EXPLAIN YOUR CREATIVE PROCESS:

(Explanation of you process step-by-step, if there are others involved in your creation please explain how they assist you)

COMPLETE LIST OF ALL ITEMS TO BE SOLD AT YOUR BOOTH AND APPLICABLE PRICE RANGES:

(Items not listed and approved by the jury cannot be sold at the market)

**I verify that I am the designer, creator and producer of all products listed.** \_\_\_\_\_ (Initial)

SELECT YOUR PRIMARY CRAFT:

- |   |   |
|---|---|
| <input type="checkbox"/> Pottery/Ceramics/Raku          | <input type="checkbox"/> Visual Art/Paintings/Photography/Illustrations |
| <input type="checkbox"/> Jewelry                        | <input type="checkbox"/> Wood   |
| <input type="checkbox"/> Bath/Beauty                    | <input type="checkbox"/> Glass/Metal                                    |
| <input type="checkbox"/> Edible Food Products           | <input type="checkbox"/> Clothing                                       |
| <input type="checkbox"/> Décor                          | <input type="checkbox"/> Fabric – Sewn/Quilted                          |
| <input type="checkbox"/> Pet Products/Accessories       | <input type="checkbox"/> Fabric – Knitting/Weaving                      |
| <input type="checkbox"/> Other (Please Describe): _____ |   |

## 2020 MARKET ON THE PIER VENDOR APPLICATION PACKAGE

### 4. PAYMENT INFORMATION

- 10 Minimum Market Dates = \$75 + GST per day
- 3 Minimum Market Dates = \$100 +GST per day
- Less than 1500 passenger Market = \$50 + GST per day
  - Applicable dates highlighted yellow in calendar below
- Funds are due by the 15<sup>th</sup> of the month prior to each month
  - If payment is not received by this deadline, then the space may be forfeited to an artist on the waiting list; you may not attend a market that has not been paid for
  - Table and booth fees received late, including NSF cheques, will be subject to a \$25.00 late fee, including any additional taxes
- **No refunds, switching dates or cancellations for dates booked**
  - Refunds considered for extenuating circumstances only if agreed upon before the market with the market coordinator
- Dates can be added when available through the market coordinator

### 5. TERMS & CONDITIONS:

- Market on the Pier are rain or shine events
- You may NOT attend a market that has not been paid for
- All products displayed or sold must have been created and sold by the applicant, unless previously agreed upon with the market coordinator
- Items may not directly compete or copy other local vendors' art work not the Gift Shop on site
- Mass produced or manufactured items are not allowed
- You are responsible for providing your own seating, power extension cords, lighting or other electrical equipment for both market spaces
- No equipment, props or other items are to be left unattended
- You must not affix anything to the Site, or mark or draw on any surface on the Site
- No third-party advertising may be displayed or worn
- No additional signage or promotional items are to be placed outside your designated space

### 6. CODE OF CONDUCT:

- You must carry out your business or activity in a polite, civil, courteous and professional manner at all times.
- You must never engage in improper conduct or loud or threatening behavior. Improper conduct includes, but is not limited to, boisterous or threatening conversations, profanity, or fighting.
- You must not be under the influence of alcohol or a drug.
- You must immediately follow all written and oral directions of GVHA + Western Stevedoring representatives.
- Do not move any other operator's property, including signage, without their permission. Please contact Security if there are any issues for a quick and easy resolution.

**I have read, understood, and agree to the Terms and Conditions/Code of Conduct outlined above.**  
\_\_\_\_\_ (Initial)



**2020 MARKET ON THE PIER VENDOR APPLICATION PACKAGE**

# 2020 Market on the Pier Calendar

(Please check all dates you would like to sign up for)

APRIL		
Date	Pier B	Pier A
1		
2		
3	<input type="checkbox"/>	
4		
5		
6		
7		
8		
9		
10	<input type="checkbox"/>	
11	<input type="checkbox"/>	
12	<input type="checkbox"/>	
13	<input type="checkbox"/>	
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28	<input type="checkbox"/>	
29		
30		

Total # of Markets: \_\_\_\_\_

MAY		
Date	Pier B	Pier A
1	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	
3		
4	<input type="checkbox"/>	
5		
6	<input type="checkbox"/>	
7	<input type="checkbox"/>	
8	<input type="checkbox"/>	<input type="checkbox"/>
9	<input type="checkbox"/>	
10		
11	<input type="checkbox"/>	
12	<input type="checkbox"/>	
13		<input type="checkbox"/>
14	<input type="checkbox"/>	
15	<input type="checkbox"/>	<input type="checkbox"/>
16	<input type="checkbox"/>	<input type="checkbox"/>
17	<input type="checkbox"/>	
18	<input type="checkbox"/>	
19	<input type="checkbox"/>	
20	<input type="checkbox"/>	
21	<input type="checkbox"/>	
22	<input type="checkbox"/>	<input type="checkbox"/>
23	<input type="checkbox"/>	<input type="checkbox"/>
24		<input type="checkbox"/>
25	<input type="checkbox"/>	
26	<input type="checkbox"/>	
27	<input type="checkbox"/>	
28	<input type="checkbox"/>	
29	<input type="checkbox"/>	<input type="checkbox"/>
30	<input type="checkbox"/>	<input type="checkbox"/>
31	<input type="checkbox"/>	<input type="checkbox"/>

Total # of Markets: \_\_\_\_\_

JUNE		
Date	Pier B	Pier A
1	<input type="checkbox"/>	
2	<input type="checkbox"/>	
3		
4	<input type="checkbox"/>	
5	<input type="checkbox"/>	<input type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>
7		
8	<input type="checkbox"/>	
9		
10	<input type="checkbox"/>	
11	<input type="checkbox"/>	<input type="checkbox"/>
12	<input type="checkbox"/>	<input type="checkbox"/>
13	<input type="checkbox"/>	<input type="checkbox"/>
14		
15	<input type="checkbox"/>	
16	<input type="checkbox"/>	
17		<input type="checkbox"/>
18	<input type="checkbox"/>	
19	<input type="checkbox"/>	<input type="checkbox"/>
20	<input type="checkbox"/>	<input type="checkbox"/>
21	<input type="checkbox"/>	
22	<input type="checkbox"/>	<input type="checkbox"/>
23		
24	<input type="checkbox"/>	
25	<input type="checkbox"/>	
26	<input type="checkbox"/>	<input type="checkbox"/>
27	<input type="checkbox"/>	<input type="checkbox"/>
28		
29	<input type="checkbox"/>	
30	<input type="checkbox"/>	

Total # of Markets: \_\_\_\_\_



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JULY		
Date	Pier B	Pier A
1	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>
5	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>
7	<input type="checkbox"/>	<input type="checkbox"/>
8	<input type="checkbox"/>	<input type="checkbox"/>
9	<input type="checkbox"/>	<input type="checkbox"/>
10	<input type="checkbox"/>	<input type="checkbox"/>
11	<input type="checkbox"/>	<input type="checkbox"/>
12	<input type="checkbox"/>	<input type="checkbox"/>
13	<input type="checkbox"/>	<input type="checkbox"/>
14	<input type="checkbox"/>	<input type="checkbox"/>
15	<input type="checkbox"/>	<input type="checkbox"/>
16	<input type="checkbox"/>	<input type="checkbox"/>
17	<input type="checkbox"/>	<input type="checkbox"/>
18	<input type="checkbox"/>	<input type="checkbox"/>
19	<input type="checkbox"/>	<input type="checkbox"/>
20	<input type="checkbox"/>	<input type="checkbox"/>
21	<input type="checkbox"/>	<input type="checkbox"/>
22	<input type="checkbox"/>	<input type="checkbox"/>
23	<input type="checkbox"/>	<input type="checkbox"/>
24	<input type="checkbox"/>	<input type="checkbox"/>
25	<input type="checkbox"/>	<input type="checkbox"/>
26	<input type="checkbox"/>	<input type="checkbox"/>
27	<input type="checkbox"/>	<input type="checkbox"/>
28	<input type="checkbox"/>	<input type="checkbox"/>
29	<input type="checkbox"/>	<input type="checkbox"/>
30	<input type="checkbox"/>	<input type="checkbox"/>
31	<input type="checkbox"/>	<input type="checkbox"/>

Total # of Markets: \_\_\_\_\_

AUGUST		
Date	Pier B	Pier A
1	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>
5	<input type="checkbox"/>	<input type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>
7	<input type="checkbox"/>	<input type="checkbox"/>
8	<input type="checkbox"/>	<input type="checkbox"/>
9	<input type="checkbox"/>	<input type="checkbox"/>
10	<input type="checkbox"/>	<input type="checkbox"/>
11	<input type="checkbox"/>	<input type="checkbox"/>
12	<input type="checkbox"/>	<input type="checkbox"/>
13	<input type="checkbox"/>	<input type="checkbox"/>
14	<input type="checkbox"/>	<input type="checkbox"/>
15	<input type="checkbox"/>	<input type="checkbox"/>
16	<input type="checkbox"/>	<input type="checkbox"/>
17	<input type="checkbox"/>	<input type="checkbox"/>
18	<input type="checkbox"/>	<input type="checkbox"/>
19	<input type="checkbox"/>	<input type="checkbox"/>
20	<input type="checkbox"/>	<input type="checkbox"/>
21	<input type="checkbox"/>	<input type="checkbox"/>
22	<input type="checkbox"/>	<input type="checkbox"/>
23	<input type="checkbox"/>	<input type="checkbox"/>
24	<input type="checkbox"/>	<input type="checkbox"/>
25	<input type="checkbox"/>	<input type="checkbox"/>
26	<input type="checkbox"/>	<input type="checkbox"/>
27	<input type="checkbox"/>	<input type="checkbox"/>
28	<input type="checkbox"/>	<input type="checkbox"/>
29	<input type="checkbox"/>	<input type="checkbox"/>
30	<input type="checkbox"/>	<input type="checkbox"/>
31	<input type="checkbox"/>	<input type="checkbox"/>

Total # of Markets: \_\_\_\_\_

SEPTEMBER		
Date	Pier B	Pier A
1	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>
5	<input type="checkbox"/>	<input type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>
7	<input type="checkbox"/>	<input type="checkbox"/>
8	<input type="checkbox"/>	<input type="checkbox"/>
9	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10	<input type="checkbox"/>	<input type="checkbox"/>
11	<input type="checkbox"/>	<input type="checkbox"/>
12	<input type="checkbox"/>	<input type="checkbox"/>
13	<input type="checkbox"/>	<input type="checkbox"/>
14	<input type="checkbox"/>	<input type="checkbox"/>
15	<input type="checkbox"/>	<input type="checkbox"/>
16	<input type="checkbox"/>	<input type="checkbox"/>
17	<input type="checkbox"/>	<input type="checkbox"/>
18	<input type="checkbox"/>	<input type="checkbox"/>
19	<input type="checkbox"/>	<input type="checkbox"/>
20	<input checked="" type="checkbox"/>	<input type="checkbox"/>
21	<input type="checkbox"/>	<input type="checkbox"/>
22	<input type="checkbox"/>	<input type="checkbox"/>
23	<input type="checkbox"/>	<input type="checkbox"/>
24	<input type="checkbox"/>	<input type="checkbox"/>
25	<input type="checkbox"/>	<input type="checkbox"/>
26	<input type="checkbox"/>	<input type="checkbox"/>
27	<input type="checkbox"/>	<input type="checkbox"/>
28	<input type="checkbox"/>	<input type="checkbox"/>
29	<input type="checkbox"/>	<input type="checkbox"/>
30	<input type="checkbox"/>	<input type="checkbox"/>

Total # of Markets: \_\_\_\_\_



**2020 MARKET ON THE PIER VENDOR APPLICATION PACKAGE**

**OCTOBER**

Date	Pier B	Pier A
1		<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>
3	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4		
5		<input type="checkbox"/>
6	<input type="checkbox"/>	
7		
8	<input type="checkbox"/>	
9	<input type="checkbox"/>	
10		
11	<input checked="" type="checkbox"/>	
12		
13		<input type="checkbox"/>
14	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15		
16	<input type="checkbox"/>	
17		
18	<input type="checkbox"/>	
19		
20		
21	<input type="checkbox"/>	
22		
23		
24		
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26		
27		
28		
29		
30		
31		

Regular Market
<1500 passenger Market
No Market

**I confirm that the markets selected above cannot be cancelled nor switched and are not subject for a refund.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Total # of Markets: \_\_\_\_\_