



2023 Mini Holiday Market Vendor Application

Name: _____

Name of Business: _____

Mailing Address: _____

City: _____

Postal Code: _____

Phone Number: _____

Email: _____

Please list specific items being sold, include a separate sheet if necessary.

For items not produced by the Vendor(s), please include source of origin.

Items Produced by Vendor:



Items Not Produced by Vendor:

A series of horizontal lines provided for listing items not produced by a vendor.

We, The Briars Resort and Spa, are committed to doing our best to ensure that all Vendors have little to no products that matches another Vendor. Therefore, some products indicated above may not be approved to be sold on a vendor table. Although we, the Briars Resort and Spa, make every attempt to make this as fair as possible, we cannot guarantee exclusivity and will not offer discounts or refunds to Vendors who have an overlap with another Vendor.

If you have any questions or concerns, please contact events@briars.ca.



Briars Resort and Spa Code of Ethics

To ensure transparency and growth in our industry on a basis of mutual respect, fairness, and integrity, with a consistent mindfulness to public welfare, I do hereby agree to stand by and honour the Code of Ethics:

- Only sell merchandise in the best quality available
- Do not use false or deceptive statements
- Any food items must be sold in sealed packaging
- Adhere to the highest standards of honest advertising
- Maintain a clean Vendor area
- Have displays well maintained with clear prices and descriptions of products
- Staff are well trained and conduct themselves in a professional, respectful manner at all times
- No items displayed or sold with discriminatory or vulgar content
- No ill talking or gossiping or other Vendors, Briars staff, volunteer, or customers

I acknowledge that I have read and understood the Code of Ethics and agree to abide by it to the best of my ability. I understand that any form of violation of the Code of Ethics may result in my immediate dismissal of the event at the sole discretion of the Manager on Duty. I also understand that such early dismissal will result in the forfeiture of all Vendor fees which are 100% non-refundable.

Vendors Signature

Date



Rules and Regulations

Event Location, Schedule, and Vendor Fees

The “Holiday Market” is located indoors at The Briars Resort & Spa: Hedge Road, Jacksons Point, ON. The event will be held on Sunday December 3, 2023 from 10:00am-4:00pm.

Vendor Fee: \$50 + tax

Vendors are required to set-up their booths on Sunday December 3, 2023, between 8:30am-09:45am, and have their vehicles parked by 10:00am. If a Vendor has not arrived by 10:15am without notice, entry to the Holiday Market will be denied and no refund will be given. This is for the safety of the patrons and to ensure that all events start on schedule. All Vendors must remain open for sales for the entire Holiday Market will be denied and no refund will be given. Once a Vendor stand is set-up dismantling will not be permitted until the event ends at 4:00pm.

Application Process

To participate in the Holiday Market as one of our Vendors, you must submit an application form. Once the application has been accepted and approved, payment details will be communicated. Applications will be reviewed and approved by the event staff at The Briars Resort and Spa. Each approved Vendor will be notified by events@briars.ca.

No Vendor will be permitted to participate in the Market without an approved application along with prescribed payment being received by the payment deadline.

Payment can be made by cash, cheque, debit, or credit card. Please make cheques payable to Briars Management Ltd. NSF cheques will have a surcharge of \$56.50. Please DO NOT send in payment before receiving approval.

Payment must be received within 5 business days of application approval. If payment is not received by deadline, another Vendor will be considered.

All payments are 100% non-refundable.

Deadline to submit your application is **Monday November 20, 2023**, however, space is limited, and Vendor space will be booked on a first come-first served basis. Applications will not be accepted on the weekend of the Holiday Market and non-registered Vendors are not permitted on the property.



If any problems occur with the process, please contact The Briars Resort and Spa by emailing events@briars.ca.

Vendor Space

All Vendor spaces will be assigned by The Briars Resort Staff and Vendors will be assigned their location when they arrive to set-up. Vendors who are not present to claim their assigned space before 9:30 on Sunday December 3, 2023 will be denied entry into the market and will forfeit their Vendor fees.

Vendors must ensure their display is attractive, tidy, clean, respectable, and safe. Vendors must display a sign in clear view stating the name of their business and prices of the items being sold must be displayed on the table or on the item themselves.

Vendors are responsible to ensure everything is cleaned up at the end of the event on Sunday.

Attendance

Please notify events@briars.ca at your earliest convenience if you are unable to attend due to unforeseen circumstances. Once the cancellation has been received, your space may be allocated to another Vendor.

Refunds will not be issued if the Vendor chooses to leave the Holiday Market prior to the end of the day/weekend. There is no transferring or subletting of Vendor space.

Legislation

Vendors are responsible for obtaining all necessary licenses, permits, inspections, and certificates for the sale of their products ensuring that they have complied with all applicable regulations.

Compliance with Provincial and Federal Sales Tax Regulation is the responsibility of the individual Vendor. Issues arising from any failure to comply are the sole responsibility of the Vendor.

Periodic inspections will be conducted at the Holiday Market by the Briars Resort and Spa staff.



Facilities and Property

No Vendor is authorized to make any changes or alterations to The Briars Resort and Spa Property. The Briars Resort and Spa and/or their staff members will not be held responsible or liable for any Vendor's item damaged or destroyed by fire, vandalism, theft, weather, or by any other cause.

Vendors accept full responsibility for any loss, damage, or accident occurring at the Holiday Market as a result of any negligence or willful default by any Vendor. Vendors will not be permitted to smoke or vape at their booth. A designated smoking area will be assigned.

Cancellation Policy

The Briars Resort and Spa aims to have the event operational no matter the weather conditions, therefore Vendors are to be prepared for any weather conditions. The Briars Resort and Spa reserves the right to cancel or close the Holiday Market should there be severe weather conditions. Cancellation decisions may be made on-site at the event. No refunds will be issued for cancellations beyond our control, including unfavourable weather conditions. Vendors will not receive any refunds if they decide themselves not to attend the event due to possible weather conditions forecasted.

Feedback Policy

The Briars Resort is committed to receiving Vendor feedback in efforts to continuously improve our events. If you have any comments, concerns, or suggestions please forward in writing to events@briars.ca after the event.

Any Vendor showing aggression or disrespect towards other Vendors, Briars staff, or guests will be asked to leave immediately, and no refund will be offered.

All Vendors are responsible for always keeping their area neat and clean. At the end of the event, the Vendor is required to remove everything from his/her space and make sure nothing is left behind.

If the space is not clean, the Briars Resort and Spa will arrange cleanup of the area, and bill the appropriate Vendor accordingly, along with a service charge of \$50.



All Vendors

Approximate sales figures can be reported to events@briars.ca upon Vendor's discretion. All information is for statistical purposes only, and can be handed in anonymously, and will remain confidential.

Each Vendor is responsible for bringing their own table, chair(s), display tools, containers (boxes, bags, baskets), their own cash box & change, and are responsible for cleaning their space at the end of the event.

Vendors are only permitted to sell what is agreed upon based on their application once accepted. Briars commits to hosting only one Vendor of each product type and aims to not have any duplicates.

Vendor Name

Company Name

Vendor Signature

Date