

# Wakefield Christmas Market 2019

## VENDOR INFORMATION

**When:** Saturday, December 7, 2019

**Vendor set up time:** noon

**Market hours:** 2-7pm

**Location:** Centre Wakefield La Pêche, 38 chemin de la Vallée, unceded Algonquin territory, Wakefield, Quebec

### Vendor fees:

- \$35 community group/ non-profit
- \$100 artisan/crafter vendor
- \$125 food/drink vendor

### Application process:

- Apply and pay your market fee online by October 1<sup>th</sup>:  
<http://www.noelwakefieldmarket.com/paypal.html>
- On October 14th, vendors will be notified about whether they have been admitted to the market.
- Payment in full will be returned to unsuccessful applicants.
- Applications received will be selected by a jury. Space is subject to availability—vendor spaces at this market sell out every year.
- All product must be local, handmade or homemade.
- We reserve the right to refuse any applicant.
- Refunds will not be provided to vendors who cancel.

## About the market

In its seventh year, the Wakefield Christmas Market brings some holiday magic to the Gatineau Hills! For vendors, it provides a final opportunity to sell local food, holiday groceries, and gifts. For customers, it provides a family-friendly holiday outing complete with market stalls lit up with Christmas lights, bonfires, hot drinks and dinner (i.e. sausages, mulled wine, and hot chocolate), live music, children's crafts, Santa photos, and much more.

**THIS IS AN OUTDOOR MARKET.** It's a cross between a farmer's market, craft fair, and a European-style Christmas market. We operate by "farmer's market rules," which means you supply your own tent, interior tent lighting, tables, and chairs.

All vendors, bonfires, and most activities are located outside. Music is in a heated tent outside. Bathrooms, Santa photos, children's crafts, and a warming area are located inside.

## About our vendors

- The market hosts a variety of vendors—food vendors selling food to eat on the spot, farmers and food/drink vendors selling products to take home, artists and craftspeople, and community organizations.
- This is a market for local and regional handmade items.

- The most successful vendors are those who have lower price point items, who do a great job of lighting and decorating their stalls, and who channel their inner extrovert to engage people and sell their goods and services.
- We limit the number of each type of vendor. For example, we have a cap on the number of knitters we accept. We do this to help make sure that we have a variety of goods on offer at the market, and to make sure that vendor sales aren't damaged by having too much competition.
- Each vendor must apply to the market. Vendors may not sublet space on their table to vendors who have not been accepted to the market. A maximum of two vendors may agree to share a booth, on the condition that they notify market organizers of their arrangements a minimum of 1 month before the market, and both vendors must be accepted into the market.
- All our food and drink vendors have their MAPAQ papers. We will not accept any food/drink vendors who do not have their papers.

## About our organizers

- The market is 100% volunteer-driven. Thank you in advance for treating our volunteers with kindness, patience, and respect. Vendors who disrespect our volunteers will not be welcome at the market in future years.
- This market is solely funded by vendor fees and bar sales. Vendor fees are used to pay for venue rental, sound equipment, electricity, musician fees, Christmas lights, signage, website, and other promotional costs.

## Space and supplies

What the market provides:

- 10x10' OUTDOOR space
- One electrical outlet within 50' of your market stall
- LED Christmas lights strung across the front of your tent
- Website and social media advertising of your business

What you provide:

- Market tent (Costco.ca has a great selection—buy now before summer stock runs out: [https://m.costco.ca/sun-shelters-canopies.html?sortBy=P\\_CAQCPRICE|0](https://m.costco.ca/sun-shelters-canopies.html?sortBy=P_CAQCPRICE|0))
- Table
- Chairs
- LED interior stall lighting—only LED lights are permitted; any incandescent lights will be unplugged by market volunteers (Costco.ca and Lee Valley have some great LED options, like this <https://m.costco.ca/IndoorOutdoor-LED-Plug-in-String-Light%2c-2-pack.product.100312961.html>)
- 50' of extension cord and any power bars or splitters you may need
- Sandbags/full frozen milk jugs/other weights to keep your tent grounded (the ground may be too frozen for tent pegs)
- Cardboard to stand on (helps to keep feet warm if the weather is very cold)
- Holiday decorations to make your stall festive
- Shovels, buckets, hammers, and any other tools and supplies you need to set up your stall
- Colleagues, friends and family members to “spell you off” so you can take a break to warm up, eat, or have a rest

The market does not allow vendors to plug in space heaters, incandescent lights, or other unauthorized electric devices. Our market pushes the power grid to the max and we have to be very energy-efficient or we will blow the power grid and no one will have any electricity.

## Set up

You are responsible for creating a festive and professional stall. Feel free to add holiday decorations. Interior lighting is strongly recommended—plan for twice the amount you think you need.

On market day you will be greeted by a member of the market organizing team. We will direct you to your stall. You may park your vehicle next to your stall for 10 minutes to unload your gear—after that time we need you to move your car so it doesn't block others or create gridlock. We will direct you to the vendor parking lot. All vendors must park in this lot—other spaces are needed for market customers.

Vendors are responsible for their own clean-up when the market closes at 7pm. All vendors are expected to stay until 7pm. Vendors who do not leave their market space in the condition it was in when they arrived will not be welcomed back to the market in future years.

## Weather

The show goes on rain or shine (or cold, or snow!). In 2013 it was -25 and a snowstorm was predicted. In 2014, the weather was cool and clear. 2015 was warm and balmy. 2016 was crisp with a bit of snow. No matter what the weather, people from both near and far have come to the market and we have been there to meet them. Dress for the cold (layers, warm socks, “hot shots” for your mittens and boots, protect yourself (and your wares) from the wind, cold, and snow with a tent (with walls), come with a sense of humour, and all will be well.

## Queries

Please direct queries to [Wakefieldchristmasmarket@gmail.com](mailto:Wakefieldchristmasmarket@gmail.com)