

Call for Vendors

Treat Yo 'Elf

VISITLETHBRIDGE.COM ARENA HOLIDAY MARKET

SUNDAY, NOVEMBER 16TH

11PM - 4PM

VISITLETHBRIDGE.COM ARENA

ICE LEVEL

- REGISTER BEFORE OCT 10TH: \$150.00 +GST
- REGISTER AFTER OCT 10TH: \$175.00 +GST
- INCLUDES TABLE & TABLE SKIRTING
- LUNCH INCLUDED
- ADDITIONAL LUNCHES CAN BE PURCHASED
- COMPLIMENTARY VENDOR COFFEE AND WATER ALL MARKET



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VENDOR APPLICATION FORM

LOCATION: Ice Level - VisitLethbridge.com Arena - 2510 Scenic Drive South, Lethbridge, AB T1K 1N2

DATE & TIME: Sunday, November 16th | 11:00pm - 4:00pm

VENDOR INFORMATION

COMPANY/VENDOR NAME:

CONTACT PERSON:

EMAIL:

ADDRESS:

POSTAL CODE:

PHONE NUMBER:

WEBSITE:

PRODUCT DESCRIPTION:

SOCIAL MEDIA HANDLES

INSTAGRAM:

TWITTER:

FACEBOOK



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FEES:

Before October 10th 2025: \$150.00+gst

After October 10th 2025: \$175.00+gst

INCLUDED IN YOUR FEES:

- 1 (one) 8 ft rectangular skirted table
- 2 (two) chairs per table
- Complimentary boxed lunch (see pg 5 menu for options)
- Complimentary coffee and water for vendors

NOT INCLUDED IN YOUR FEES:

- Power (limited availability for an additional fee)
- Second boxed lunch (can be purchased for \$15.00+gst)

VENDOR INFORMATION & EXPECTATIONS:

- Set up:
 - Sunday, November 16th at 9:00am
 - Lunch will be served at 10:30am
 - We can not guarantee exclusivity
 - Vendors must contain all demonstrations, promotions and materials within the boundaries of their exhibit space which is one 8 ft table
 - No helium balloons are permitted within the VisitLethbridge.com Arena
 - No open flames are permitted within the VisitLethbridge.com Arena
 - No hanging or taping items to VisitLethbridge.com Arena property
 - There is no storage area for extra bins/totes etc.
 - Vendors are responsible for obtaining any/all liability insurance related to participation/requirements of the exhibit in the show. The VisitLethbridge.com Arena and all it's staff will not be held responsible for any loss or damage that may occur to property or persons during the times of the event including set up and take down.
 - Lost or stolen goods - personal property is the responsibility of the Vendors. The City of Lethbridge and VisitLethbridge.com Arena shall not be liable for loss or damage to the property of others while such property is in or on City property.



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ADDENDUM:

- VisitLethbridge.com Arena reserves the right to make any necessary changes, additions or deletions
- VisitLethbridge.com Arena reserves the right to terminate or limit any displays or exhibits that are considered to be inappropriate
- No signage within the premises of the VisitLethbridge.com Arena shall be covered or removed at any time.

VENDOR CONFIRMATION:

I _____ agree to the conditions outlined above.

SIGNED: _____

DATED: _____

We look forward to seeing you in November and wish you all the best in your preparations for a successful market!



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MEAL OPTIONS:

- OPTION A - Chicken Caesar wrap with garden salad
- OPTION B - Vegetarian wrap with garden salad
- OPTION C - Turkey and swiss wrap with garden salad
- OPTION D - Ham and cheddar wrap with garden salad

SALAD DRESSING OPTIONS:

Ranch Italian Vinaigrette

FEES AND PAYMENT:

- Early Bird Vendor Table - \$150.00 + gst
- Regular Rate Vendor Table - \$175.00 +gst
- Power (limited availability) - \$25.00 + gst
- Additional Lunch Add On - \$15.00 + gst

SUB TOTAL

GST

TOTAL

*We accept Debit, Visa, Mastercard, American Express & Cash

**To arrange payment, please contact:

Dakota Oler

403-320-4713

***Vendor space is not confirmed until payment and form are received.

EVENT CONTACT:

Dakota Oler

403-320-4713

dakota.oler@lethbridge.ca

