



Deck The Hall Christmas Market
7380 Trans Canada Hwy., Duncan, BC V9L 6B1
Ph: 250-748-0822 | cowex@shaw.ca | www.cowex.ca

2022 DECK THE HALL VENDOR INFORMATION

DATES & HOURS:

Set up Thursday, Nov 24, 12 pm - 4 pm OR Friday, Nov 25, 9 am - 1:45 pm

Friday, Nov 25 - Market open 2 pm - 8 pm
Saturday, Nov 26 - Market open 10 am - 4 pm
Sunday, Nov 27 - Market open 10 am - 3 pm

Tear down Sunday after show closing at 3 pm.

BOOTH SIZE: There are 78 booth spaces inside Mellor Hall, 16 Covered Outdoor booths, and 20 Outdoor Tent sites. Mellor Hall booths are 10' x 8', Outdoor Covered booths are 10' x 10' and Outdoor Tent sites are 10' x 10' (please note you will need to provide a tent with clear side walls).. Inside booths on a wall include one 8' table, two chairs and power. All other booths include one 6' table and two chairs. Outdoor Tent sites do not have access to power.

RENTAL RATES: Booth rentals in Mellor Hall are \$195.00 per booth. Additional tables are available for \$10 each. Outdoor Covered booths are \$120.00, and Outdoor Tent sites are \$105.00. Returning vendors have until April 1, 2022, to reserve their previous booths, after that it is first come, first served.

REFUNDS: If you need to cancel your booth, please let the Exhibition Office know by October 1, 2022. A refund minus a \$50 administration fee will be returned to you. No refunds after October 1st. There will be no refunds due to inclement weather.

ADMISSION CHARGE: The event is free to the public.

CUSTOMER APPRECIATION DRAWS: All vendors are required to contribute one item for the Cowichan Exhibition draw. Draw tickets are provided at your booth and are to be handed to customers with each purchase.

PRODUCTS: The Deck the Hall Christmas Market will not be juried, although the categories will be limited. To ensure the Exhibition knows what merchandise will be available for sale, please check all categories that apply to the products in your booth.

SECURITY: Mellor Hall and all gates to the grounds will be locked each night after the Market closes. The Cowichan Exhibition will not be held responsible for the loss, theft, or damage to items or personal belongings.

COVID-19: Communicable Disease is an inherent risk wherever people are gathered, we cannot guarantee you will not be exposed. We will continue to follow all regulations outlined by the Provincial Health Office to ensure the safety of all vendors and visitors..

Every vendor shall indemnify and hold the Cowichan Exhibition harmless of all costs, claims,, demands,, charges and expenses whatsoever it may incur,, suffer or be put to by reason of accidental death or any personal injury or damage to personal property, or exposure to COVID-19..

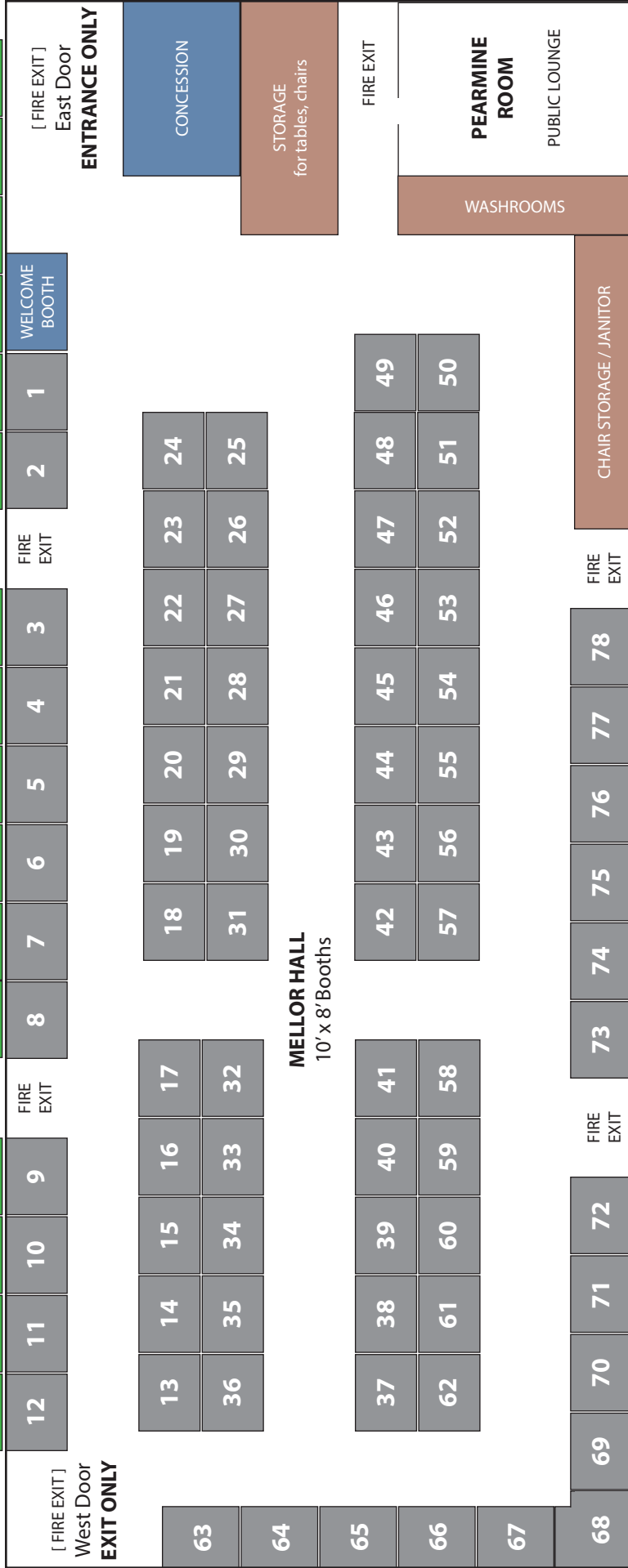
Any questions? Please contact the Exhibition at (250) 748-0822 or e-mail cowex@shaw.ca (put "Deck the Hall" in the subject line).



111	110	109	108	107	106	105	104	103	102	101	100	99	98	97	96	95
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OUTDOOR BOOTHS
10' x 10' Booths

94	93	92	91	90	89	88	87	86	85	84	83	82	81	80	79
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VENDOR REGISTRATION FORM

COMPANY	DATE	
CONTACT	CITY	
E-MAIL		
ADDRESS	POSTAL CODE	
TELEPHONE	CELL	
<input type="checkbox"/> Mellor Hall \$195.00 + GST <input type="checkbox"/> Outdoor Covered Booth \$120.00 + GST <input type="checkbox"/> Outdoor Tent Site \$105.00 + GST		
CC #	Expiry Date	CSC
1 st choice Booth # _____ 2 nd choice Booth # _____		Make cheques payable to Cowichan Exhibition. <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> E-transfer <input type="checkbox"/> CC
<input type="checkbox"/> Extra Table \$10.00 + GST		Receipt #

CRAFT CATEGORIES

Check all that apply and include a brief description

1.	ART
2.	BATH PRODUCTS
3.	FOOD/BEVERAGES
4.	JEWELRY
5.	PAPER PRODUCTS
6.	PET PRODUCTS
7.	POTTERY
8.	SEASONAL
9.	TEXTILES
10.	WOOD PRODUCTS
11.	OTHER

The undersigned agrees to the rules and regulations of the attached "Vendor Information Package".

Signature of Vendor: _____ Date: _____