



Eldon House Vendor Application Form

This form is an application for the Eldon House Summer Market, Summer 2022. Please note that filling out this application does not guarantee you a booth, as all applications are considered under a jury process. Successful applicants will be informed of the organization's decision by Friday, May 20th, 2022.

Event Description

Summer Market

Sunday, June 26, 10:00 a.m. to 4:00 p.m.

Come and enjoy the Eldon House gardens and peruse the hand made products from local entrepreneurs. From candles to food products and textiles to home décor come to Eldon House to support local artisans and enjoy the creativity and local businesses. For vendor registration, please visit <https://eldonhouse.ca/events/> or call 519.661.5169.

Cost: By donation.

Additional Information: Subject to Change

- *Mask or face covering are required.*
- *If you wish to walk around the grounds social distancing measures of 6 feet will be maintained between staff and fellow visitors.*
- *Please be aware that the event might be postponed depending on pandemic developments.*

**COVID-19 guidelines are subject to change*

Vendor Information

Business/Booth Name

Business Owner/Applicants Name

Business Phone Number

Business Email

Business Address

Business Postal Code

Business Website

Business Social Media Handle(s) i.e.

Facebook/Instagram/Twitter



Main Business/Booth Category: (Circle One Only*)

Candles	Wood/Metal Jewellery	Soaps/Bath Bombs	Kids Clothing/Accessories	Pottery
Glass	Pet Products	Fine Art	Knits/Crochet	Leather Goods
Home Goods	Essential Oils	Food Product/Baking	Home Décor	Natural Beauty Products
Vinyl Products	Ceramics	Antique/Vintage Upcycled/Repurposed	Other: (please specify)	

*Please note: This event will not be accepting any MLM (Multi-Level-Marketing) businesses. All vendors must be handmade or a local small business with **NO MLM**. Thank you for your understanding!

Business Summary

Please describe your business and products.



Festival History

Please provide information of festivals you have participated in. If you have not previously participated in festivals, skip this section.

Festival	Year

***Please note that Eldon House Heritage Site is NOT able to provide electrical outputs and flames are not permitted onsite.**

**** Please note that there is public wi-fi however, this can be intermittent throughout the grounds and Eldon House is not responsible for its service and reception.**

Do you have a payment method/system that can be operate without wi-fi access?

Yes _____ No _____ Both _____

***During COVID-19, Eldon House Heritage Site is subject to regulations set out by the province and by the London Middlesex Health Unit. As such, we will be requiring all vendors to abide by rules set out by Eldon House, including face coverings, pre-screening, limiting site capacity, limited number of vendors, etc. are all subject to change and vendors will be notified of changes as they occur. Eldon House will do everything in its power to ensure that this event is safe for all participants. As such, Eldon House may have to cancel/postpone this event due to changing health concerns. All vendors will be notified as far in advance as possible of any changes.**

Do you understand that if successful, you and your staff will need to abide by COVID-19 safety protocols set out by Eldon House Heritage Site and Gardens?

Yes _____ No _____

By submitting this form, I confirm that the information set forth is true and complete. I understand that by sending in the application my application is under consideration under a jury process and I will be contacted if my application is accepted.

Vendor Signature

***Please note: This event will not be accepting any MLM (Multi-Level-Marketing) businesses. All vendors must be handmade or a local small business with **NO MLM**. Thank you for your understanding!**



Please provide a brief description and attach photographs of your products/work and booth to this application:

VENDOR SPACE: ALL vendor spaces are outdoors only. All vendors are required to provide their own

10x10 Canopy Tent, Tables, Chairs and Professional Signage.

Any Special Needs (Please Specify):

Vendor Expectation and Site Information

DATE: Sunday, June 26, 2022

LOCATION: 481 Ridout Street North, London, Ontario

TIME: 10:00 a.m. to 4:00 p.m.

BOOTH SIZE: 10 x 10 feet

SET-UP TIME: 8:30 a.m. to 9:45 a.m. Sunday, June 26, set-up must be completed prior to 9:45 a.m.

FEE: \$ 100.00 per 10X10 Booth space.

PAYMENT: Required in full by Friday, June 3, 2022 by 12:00 p.m.; check or credit card only; do not transmit credit card information by e-mail; card information will be accepted by telephone.

APPLICATION DEADLINE: Applications will be received until Friday, May 13, 2022 by 12:00 p.m.

RULES, REGULATIONS & CONDITIONS OF VENDOR AGREEMENT

1. The Market is a “rain or shine” event and will only be cancelled in the event of severe weather.
2. Pick up and drop off: There is no parking available at Eldon House. All materials will have to be brought onto the property via gates of Ridout Street. Street parking can be found on adjacent to the museum property, or at the parking lot along Queens Ave.
 - a. Eldon House is currently coordinating parking credit or that of passes are made available or spots reserved as necessary. This would accommodate 1 vendor vehicle (not including trailers or additional vehicles). Vendors will be notified of changing developments as soon as possible.
3. Vendors should bring their own tables, chairs, and protection from the weather.
4. All vendors agree to staff their booths during the Market from 10 a.m. to 4 p.m. Vendors agree not to dismantle their display prior to 4:15 p.m. Please ensure you respect other vendors, attendees and safety of all participants and visitors.
5. Eldon House does not assume responsibility for any lost, stolen, or damaged goods or personal items.
6. All vendors are required to handle your own sales tax (if applicable), have their own cash/change on hand as well as a reliable internet connection for payments such as Square, Intuit etc.
7. Vendor Space is exclusively for the applied and approved vendor. Sharing of vendor space is prohibited.
8. No open flames are permitted anywhere on the Eldon House grounds by City of London by-law.
9. Smoking or vaping are not permitted on the Eldon House grounds.
10. Vendor placement will be selected by the Market Jury. Placement is final, please always respect your neighbours.
11. Vendor must remove and dispose of all garbage in their areas at the end of the show, please recycle and bring necessary bags/bins if necessary.