**One Day 2017**

**Marketplace**

**Reservation Form**

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| --- | --- | --- | --- |
| Name: |  | Telephone No.: |  |
| Email: |  | Organization (if applicable): |  |

Description of Products to be sold/information to be shared:

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| --- |
|  |
| Will you be using your own tent? | [ ]  Yes | [ ]  No |
| Amount of *table space* to be provided: | [ ]  4 ft (shared table space) | [ ]  8 ft | [ ]  None  |  |
| Amount of *non-table* space requested: |  |

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| Additional comments:  |

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| **TERMS AND CONDITIONS OF USE*** Items placed for sale at the One Day Marketplace should be handmade.
* No food or edible items may be included without permission from the *One Day Planning Committee*.
* Venders are required to be set up by 9:45 am on Saturday September 16th. Your reserved space will be labeled and ready for you to set up at 9:15 am. Please do not arrive before this time.
* If you are reserving space at the One Day Marketplace, you are required to maintain your space for the entire duration of the One Day event (10:00am-3:00pm).
* Supervision will not be provided.
* The vendor must provide: (1) their own display; (2) Signage; (3) Pricing. As we want to display a neat and polished Marketplace to our community please take care with your display!
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Please return this completed form by September 5th 2017 in order for your reservation request to be considered. You can submit this form by:

|  |  |
| --- | --- |
| * Email: klandsiedel@beconsupport.ca
 | * Fax: 250.721.2571
 |
| * Mail / hand deliver to BeConnected Support Services: 1-3891 Douglas St, Victoria BC, V8X 5L3
 |

The table reservation fee of $10.00 is also due at this time. We accept cash or cheques (cheque should be made out to ‘One Day’).

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| [ ]  “I agree to the ***Terms and Conditions of Use*** of the One Day Marketplace.” |

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| --- | --- | --- | --- |
| Print Name: |  | Signature: |  |

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| Internal Use Only |
| Type of Payment Received: [ ]  Cash [ ]  Cheque | Date Received: |  |  |
| Comments: | Received By: |  |  |
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