10FOLD REGIONAL FIELD HOUSE

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CHRISTMAS MARKET

SATURDAY, DECEMBER 12, 2026 | 10AM – 4PM

Full Name		
Business Name To be used for signage		
Business Category	Please select a category that best describes your goods/products/service	
Address		City/Province
Phone		Postal Code
Email Address		
Website or Social Media		

BOOTH SPECIFICATIONS

Vendor fee: $115.50 – Includes 6' table, table cloth and 1 chair in a 10'x10' space.
Extra chairs are available upon request.

(Electrical outlet available for an extra $21 fee. Limited power spots are available.)

ORDER FORM (PRICES INCLUDE GST)

Booth Cost: $115.50 (Includes GST)		**Quantity Required: Booths** 1	**Chairs** 1
If Adding Power, add: $21.00 ☐		**Grand Total: $**	
Method of Payment	Credit Card ☐	Etransfer ☐	Cash ☐
Credit Card Number Visa Or Mastercard Only	_____ _____ _____ _____	CVC# _____	Expiry_____ /_____

Please add any other special requests here (ex. back wall, if you wish to be next to another vendor etc.)
We will do our best to accommodate requests but they are NOT guaranteed. We reserve the right to make changes at any time.

Last day to Apply: November 21, 2026 - Payment Due: November 28, 2026

Payment Information: Do not send payment until you receive an email notifying you of your ACCEPTANCE (please make sure you are set up to receive our emails in your primary inbox, and not promotions or junk). Payment can be made after you have received this email via **e-transfer to accounting@regionalfieldhouse.com, in-person cash payment or Visa/Mastercard**.

Booking Policy: Space will NOT be deemed confirmed until payment is received. All the payments for the show must be received by the Field House a minimum of 14 days prior to the event.

Cancellation Policy: All cancellations must be made to the Field House a minimum of 14 days prior to the event and will be charged an administrative fee of $10.00. No refunds will be issued for any cancellations received after November 28th.

Vendor / Booth Guidelines:
- Vendors' booths MUST be set up and "Open for Business" 15 minutes prior to opening time.
- Vendors are not permitted to pack up or close their stalls before the completion of the advertised market hours.
- A Vendor Information Package will be sent out at least 1 week prior to the event containing a floor map and all other pertinent information. **Please make sure you are set up to receive our emails so they do not go to your junk folder.**

☐ **By checking this box, I confirm my knowledge and acceptance that my vendor booth fees are due on November 28th. I also understand that if I cancel my attendance to the Market after November 28th, I will NOT receive a refund.**