

# Ucluelet Public Market 2025 Guidelines

We are a non-profit Market Society that believes in art, artists, and community & cooperation, We gratefully acknowledge the Yuułuʔiłʔatḥ (Ucluelet First Nation) Territory on which we live, work, and create. We thank the District of Ucluelet and adjacent businesses for their support.

## **Date & Location:**

- The Market will take place on the Village Green at 200 Main Street, Ucluelet. ● 10am - 2pm Sundays from May 18th to October 12th, 2024. NO market on July 27th.

Set up begins at 8am and vendors must depart the Village Green by 3:30pm. No tear-downs before 2pm. Reserve Vendors must be set-up by 9:45am to secure their weekly designated spot. If you are running late please do your best to let us know.

**\*Drop-in** vendors please contact the coordinator at least a week prior to your intended drop in date in order to secure a space. Ucluelet, Tofino, and First Nations communities will be offered the available weekly spaces first, before they are extended to surrounding areas.\*

**Cancellations need to be sent to [uclueletmarket@gmail.com](mailto:uclueletmarket@gmail.com), we appreciate notification by Friday evening prior.**

We encourage vendors to help share and advertise the Ucluelet Market. You can follow us on Instagram [@uclueletmarket](https://www.instagram.com/uclueletmarket), [#Uclueletmarket](https://www.instagram.com/uclueletmarket), and our website: <https://www.uclueletmarket.com/>

All vendors must adhere to the guidelines of the Ucluelet Public Market, and District of Ucluelet\*. Vendors must not sell, or be in possession of illicit substances, or weapons. Failure to comply will result in the vendor being removed from the market for the day with no refund of fees. The vendor may be subject for review for the current, and following market seasons.

## **Artisans / Crafters / Makers**

- Vendors may only sell their own handmade creations, all items must be hand-made / hand-altered by the Artisan themselves
- The Market is *not* accepting applications from vendors who also own / operate a storefront location
- Reserve Vendors must be present at the booth for the majority of the markets (should

not miss more than 5). A substitute for occasional missed days is acceptable, however no paid staff members are permitted at the booth (unless the Artisan is present)

### **Food Vendors**

- All Food Vendors must determine if a permit is required from the Vancouver Island Health Authority:  
(<https://www.islandhealth.ca/learn-about-health/food-safety/food-safety>) ● All Food Vendors must provide proof of permit status to the Market Coordinator

**\*If you are selling high-risk food** you will need to complete an application for Sale of Higher Risk Food at Temporary Food Markets and submit it to the local Health Protection and Environmental Services office. To provide food at public events you need to fill out an Application to Operate Temporary Food Service. No home food preparation for the public is allowed. An approved commercial kitchen must be used for any preparation done prior to the event. Onsite preparation at the event, when described in the application and found to be accepted by the Environmental Health Officer, will be permitted. Once you complete your application, please submit it to your local Health Protection and Environmental Services office. A maximum of 14 days per calendar year will be considered for approval. Applications must be submitted at least 14 days prior to the event date or market.

### **Farmers & Gardeners**

BC grown produce is welcomed and encouraged. Please contact the Market Society or Market Coordinator for further information.

### **Vendor Fees**

All participating vendors are required to be members of the Market Society with an annual fee of \$5.00. Membership provides voting rights at the AGM (Annual General Meeting) in June 2024. Membership is valid May 2024 until May 2025.

Reserve Vendor - \$245

Drop-in Vendor - \$25.00 per day

### **Spaces**

- A 10' x 10' foot space is designated for each vendor
- Vendors must supply their own table & tent
- Please ensure you have weights / secure fastenings for your stuff! This will help us keep the market going strong on gusty days!

### **Facilities**

- There is limited access to electricity, please contact the Market Coordinator if you require power for your set-up

- Public washrooms are available nearby, located alongside the Ucluelet Aquarium (outside access on the Whiskey Dock) as well as the Cedar Rd. parking lot.
- The use of the Village Green is a privilege we must ensure no damage to the premises & help maintain the beautiful new space

### **Parking**

- Goods may be loaded and unloaded from the parking spaces adjacent to the Village Green and vehicles relocated away from the immediate area on Main and Fraser Lane. Use the public parking off of Cedar Rd. behind the Crows Nest, leaving valuable parking spaces for visitors.

Thank you, and we hope you have a great market season!