

NEILSON PARK CREATIVE CENTRE

CREATIVE FESTIVAL

NPCC's Creative Festival Vendor Application Form

**Saturday, July 11, 2026
11:30 am – 5 pm**



Outdoor Event - Rain or Shine!

Featuring:

**Art and Craft Vendors, Plein-Air Competition,
Live Music in the Park, Art Activities for kids,
and more!**

Application Deadline is Friday, May 29, 2026

Important Dates and Time

Event Date: Saturday, July 11, 2026 from 11:30 am to 5 pm

Vendor Application Deadline: Friday, May 29, 2026

Vendor Notifications: Emailed on Friday, June 5, 2026

Set Up Dates and Times: Saturday, July 11, 2026 from 9 am to 11:30 am

Tear Down Time: Saturday, July 11 after 5 pm

Neilson Park Creative Centre

56 Neilson Drive, Etobicoke, ON M9C 1V7, 416-622-5294

www.neilsonparkcreativecentre.com

@NPCCArts

Sponsored by



Toronto Pearson



About Us

Neilson Park Creative Centre (NPCC) is a charitable organization that serves the diverse landscape of Toronto through partnerships, outreach initiatives and community engagement. As an arts hub in Western Toronto, NPCC serves the community by offering arts based classes, workshop, drop-ins, open studios, events and exhibitions within and outside its facilities.

Established in 1992, NPCC is home to six Resident Groups: Calligraphic Arts Guild of Toronto, Etobicoke Handweavers and Spinners, Etobicoke Art Group, Etobicoke Quilters' Guild, Etobicoke Rugcrafters and Humber Valley Art Club.

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We are looking for artists and artisans who create and produce their own art work such as paintings, sculptures, rug crafting, calligraphy, fibre art and quilted items, jewellery, stained glass, wood carvings, pottery, and other arts and crafts.

- All vendors will be outside in Neilson Park that surrounds NPCC.
- Vendors may request a 10' x 10' canopy tent from NPCC at no charge on a first come, first served basis or provide their own tent.
- Vendors will be assigned a canopy tent location by NPCC in Neilson Park. Tents are not allowed near or around the baseball diamond due to City of Toronto regulations.
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Outdoor Tent Options

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Request to Reserve a Canopy Tent Fee from NPCC at no charge.

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Bring Your Own Tent

- Bring your own tent.
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- Vendors will be directed to the area where they may set up.

Important Information

- This is an outdoor event – Rain or Shine!
- NPCC does not provide tables or chairs.
- There is no access to electricity outside.
- Vendors supply their own tables, chairs, booth décor, products to sell.
- There is a limited number of accessible booth spots, please contact NPCC for availability.

NPCC Provides

- Accessibility to washrooms inside the centre at NPCC.
- Advertising in local newspaper and listings of the sale on event websites.
- Listing of your booth on our website, with links to your social media and website.
- Digital postcards for vendors to advertise to their customers.
- Posts about each vendor on our social media channels @NPCCarts on Facebook and Instagram using images submitted by vendors.

Vendor Responsibilities

- Provide tables, chairs and booth décor.
- Set up and take down of their product.
- Handmade products for sale.
- Vendors staff their booths at all times.
- Process their own payments. Have a cash float and/or a Point of Sale Terminal.
- Cell data packages to process sales through Point of Sales Terminals.
- Advertise participation in NPCC's Creative Festival through their social media, website and advertising.
- Follow us @NPCCarts on Facebook and Instagram.

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Please retain these Rules and Regulations for your files.

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LOADING & UNLOADING

- Vendors must provide their own dollies.
- You may unload at the front of the parking lot **but you must move your vehicle immediately after unloading.**

PARKING

After unloading on the morning of Saturday, July 11, vendors must move their vehicles off site of Neilson Park Creative Centre. **Please leave the parking lot areas for your customers!**

BOOTH DISPLAYS

- Vendors who bring their tents are responsible for set up and tear down of their tents.
- Vendors are responsible for providing their own tables, chairs, display items and table coverings.

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VENDOR LOCATIONS

- NPCC assigns all canopy tent locations.
- Vendors must not protrude beyond their allotted space,
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- All booths will be identified with vendor names

PROCESSING OF SALES

All vendors are responsible for processing their own customer payments and arranging for their own cell data packages to process their payments.

SECURITY AND SAFETY

Vendors will assume all responsibility for compliance with the city fire, safety and health ordinances regarding installation and the operation of their exhibits.

LIABILITY

Neilson Park Creative Centre (NPCC) shall not under any circumstances whatsoever be liable or responsible for any loss, damage, theft or destruction caused to any goods, equipment, or any other property belonging to the vendor or for which the vendor is responsible, and any damage or injury suffered by vendors or their agents or by any other person, any loss, damage, expense or cost whatsoever suffered by the vendor or reason of any change in date, time or place of exhibition or the abandonment thereof.

The vendor shall be liable for all loss, damage, injury, claim costs, and expenses whatsoever or whosoever caused to any person or property in machinery and other property belonging to the vendor for which the vendor is responsible and the vendor hereby agrees to indemnify NPCC in respect of any such loss, damage, injury, claims, costs, and expenses as aforesaid.

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CODE OF CONDUCT

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First and Last Name _____

Booth Name _____

Phone _____ Email: _____ Website: _____

Facebook: _____ Instagram: _____

Please provide a brief description of your work: _____

Yes, up to 10 digital images in .jpg files are emailed to coryt@neilsonparkcreativecentre.com

EXHIBITOR SPACE AND PRICING

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TENT OPTIONS

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provide your own canopy tent

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I, *(Please print name)* _____

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