



NPCC's Handmade Art and Fine Craft Sale, ***Fall 2026***

VENDOR APPLICATION FORM

Rules and Regulations

Please retain these Rules and Regulations for your files.

SHOW DATE AND TIME

Saturday, November 21, 2026 from 10 am to 4 pm

SET UP AND DISMANTLE TIMES

- Set up times on Friday, November 20 6 pm-9 pm and Saturday, November 21, 8 am-9:45am.
- The sale event runs from 10:00 am to 4:00 pm.
- Please complete the set up of your table by 9:45 am on Saturday, November 21.
- Tear down is on Saturday, November 21 from 4 pm to 5 pm. Please ensure to honour these time frames.

CANCELLATION AND NSF CHEQUE POLICY

- If the sale is cancelled due government mandates, table rentals fees will be refunded in full by cheque. Refunds will not be issued to accepted vendors if the sale runs. There will be a \$25 charge for all NSF cheques.

APPLICATION DEADLINE

- The application deadline is Monday, September 21, 2026 at 4 pm Notification of acceptance or denial into the sale will be emailed on Friday, October 9, 2026.

MAILING APPLICATION INFORMATION

- E-Mail to handmade@neilsonparkcreativecentre.com or deliver the application form, digital images in a .jpg file to be received by Neilson Park Creative Centre **by no later than Monday, September 21 at 4 pm**

PAYMENT REQUIREMENTS

- Payment is required upon acceptance by the Handmade committee into the sale by Friday, October 30, 2026. If payment is not received by October 31 your spot will be assigned to the next vendor on the wait list.
- Payment may be made by credit, debit, cheque or cash.
- Cheque and mailing address: Neilson Park Creative Centre, 56 Neilson Drive, Etobicoke, ON M9C 1V7

LOADING & UNLOADING

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

PARKING

- After unloading on the morning of Saturday, November 21, vendors must move their vehicles off site of Neilson Park Creative Centre.
- Accepted vendors will be asked to supply their license plate numbers.
- **Please leave the parking lot areas for your customers!**

TABLE DISPLAYS

- All displays and back-drops must be free-standing and not attached to any Neilson Park Creative Centre property.
- Exhibitors are responsible for providing their own display items and table coverings.
- Exhibitors supply their own extension cords for their electrical requirements.

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VENDOR APPLICATION FORM

Rules and Regulations (continued)

EXHIBITOR SPACE ASSIGNMENTS

- NPCC has final approval on all table configurations and table placement.
- NPCC will try to accommodate requested table sizes but may offer another size.
- Vendors must not protrude beyond their allotted space.
- Vendors must not obstruct a clear view of neighbouring tables.
- All tables will be identified with vendor names.

PROCESSING OF PAYMENTS

All vendors are responsible for processing their own customer payments and arranging for their own cellular 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.

Since vendors exhibit entirely at their own risk, they are strongly advised to cover against the risk of loss or damage caused to their property or person. If NPCC should be prevented from holding the show by any cause beyond its control due to circumstances beyond its control including, but not limited to, strike, fire, civil disobedience, inclement weather, lockouts, 'acts of God', then NPCC shall in no way whatsoever be liable to the vendor.

CODE OF CONDUCT

All vendors agree to abide the NPCC Code of Conduct. See www.neilsonparkcreativecentre.com

GENERAL

All matters and questions not covered by these Rules and Regulations are subject to the decision of the NPCC. In addition, NPCC shall have full discretion in the interpretation and enforcement of all rules contained herein and the authority to make further amendments to the above with respect to conduct of and participation in the show as it shall consider necessary for the proper presentation of the show. The vendor agrees to abide by all decisions of NPCC and further agrees to cease any activity that NPCC deems to be a violation of the terms and to follow the directives of NPCC. For a full list of NPCC's health and safety measure see our website at www.neilsonparkcreativecentre.com

Contact: handmade@neilsonparkcreativecentre.com