Mountains & Mines Market – Vendor Checklist

IT IS YOUR RESPONSIBILITY TO READ & UNDERSTAND THIS BEFORE ARRIVING

To those who have been to our market before, you know that Cheri Ave is tight and can become congested during setup. Please be patient, follow the directions of our traffic volunteers, and help keep everyone moving.

Be considerate of other vendors:

- Unload **quickly and efficiently**
- **Do not block the road or vendor spaces behind you**
- Once unloaded, **move your vehicle out of the market site**

CHECK-IN

Check-in begins at 8:00 am — DO NOT ARRIVE EARLIER.
Admission to the market site will not be permitted before 8:00 am

- Enter Nordegg via **Stuart St.** and follow it to the end,
- Speak with **Ken, our Lead Traffic Controller**,
- Turn right onto **Elizabeth Ave**, then left onto **Centre St.**
- Stop at **Vendor Check-In before setting up,**
- **Pay your vendor fees in cash** — no setup until fees are paid,
- **Jason & Jodi will direct you to your assigned space.**

VEHICLES & TRAILERS

- Only **pre-approved vehicles/trailers** may remain within the market site,
- Unload quickly, then move your vehicle to **Vendor Parking (P4)**
- If your trailer is approved to remain in the market, **disconnect your truck and move the truck to Vendor Parking (P4)**
- Need a ride back? **Our chauffeured golf carts will bring you back to the market!** 😉

SET-UP TIMING

All vendors must be completely set up and ready for visitors by 9:45 am

The market closes at 4:00pm

Vendor vehicles parked in the Market MUST NOT be moved during the operation of the Market, vehicles must remain in place until 15 minutes after the market is closed for the safety of all vendors and customers.

A FEW IMPORTANT REMINDERS

- This is an outdoor market that will run rain or shine**,** so vendors should come prepared for all possible conditions.
- The *Mountains & Mines Market* site does not have access to power or potable water; hand wash stations are required for all stalls sampling food products unless otherwise approved by the *Public Health Inspector*.
- Be patient and follow the directions of our traffic-control volunteers.
- Vendors are responsible to remove all belongings and garbage from their space at market end, **your site is to be clean when you leave,**
- There is **no smoking** allowed within the outdoor sales areas,
- **No pets** are permitted at the market,
- Bring enough **cash for the weekend** — local ATMs run out quickly,
- Please be familiar with our *Vendor Guidelines* before arriving,
- Vendor guidelines, event maps, waste removal and other helpful information can be found on our *Resources page.*

ON-SITE HELP

Our volunteers will be around throughout the weekend and are happy to help.

If you have any questions or concerns, please speak directly with **Jennifer or Jason, your Market Managers,** they can be found near the *Discover Nordegg & Abraham Lake* booth.

Thank you for helping us create a smooth, safe and successful market weekend!