



GRAND SOUTH CHRISTMAS MARKET VENDOR APPLICATION FORM

The Seton Homeowners Association (SHOA) will be participating in the annual Grand South Christmas Market on **Saturday, November 14, from 10:00 AM–3:00 PM.**

This year's Grand South Christmas Market will be held in conjunction with Auburn Bay, McKenzie Towne, Cranston, New Brighton, and Mahogany.

The Block will host a variety of vendors showcasing a wide range of products. Vendors will include small businesses, local creatives, handmade goods, and home-based entrepreneurs.

This application will allow the SHOA to evaluate applicants and ensure a diverse mix of vendors and products are represented at the market. **Please ensure this application is completed in full to the best of your ability, with any required certifications or documentation attached.**

Please submit completed applications to Seton Homeowners Association via **email or in-person**

Main office Delivery:
Seton Homeowners Association
99 Seton Road SE
Calgary AB, T3M 3G1

Cliff Miyaji
Phone: 403-768-9191
Email: lifestyle@setonhoa.ca

Vendor Selection

Due to the high volume of applications received, **please note that only vendors who have been selected to participate in the market will receive an email confirmation.**

Vendor selection will be based on several factors, including current market offerings, product variety, unique businesses, and handmade goods that may be difficult to find elsewhere. Our goal is to create a diverse and engaging market experience while minimizing duplicate or overly similar products.

AI-generated products, designs, artwork, or other creative works are not permitted. All products, designs, and artwork must be originally designed and created by humans.

Submission of an application does not guarantee acceptance into the Grand South Christmas Market.



SETON HOMEOWNERS ASSOCIATION

GRAND SOUTH CHRISTMAS MARKET INFORMATION + REMINDERS

Information & Reminders

Date: Saturday, November 14, 2026

Location: Seton Homeowners Association – The Block

Time: 10:00 AM–3:00 PM

Vendor Set-Up

- Vendors may arrive no earlier than 8:00 AM and no later than 9:30 AM.
- All vendors must be completely set up and ready for the market by 9:45 AM.
- Vendors who have not arrived by 10:15 AM may have their table removed from the market and no refund will be issued.
- Products may not be sold before the official market opening at 10:00 AM.
- Vendors are required to remain on-site until the market closes at 3:00 PM. Early tear-down is not permitted unless approved by SHOA staff.

Parking

After unloading all materials and products, vendors are asked to move their vehicles away from the immediate facility entrance and surrounding high-demand parking areas. This will help ensure convenient parking is available for market attendees.

Please follow any additional parking or unloading instructions provided by SHOA staff on the day of the event.



GRAND SOUTH CHRISTMAS MARKET INFORMATION + REMINDERS

Additional Information & Fees

All artwork, crafts, designs, and products sold at the Seton Grand South Christmas Market must be the original work of the exhibiting vendor. The use of generative Artificial Intelligence (AI) to create or produce any part of the artwork, product, or design is prohibited. All items offered for sale must be originally designed and created by humans.

All vendor tables will be located indoors at The Block – Seton Homeowners Association.

Accepted vendors are encouraged, if able, to donate a small item that will be included in the Grand South Christmas Market gift basket, created through contributions from participating RAs/HOAs and raffled following the market.

Tables & Fees

- 1 Vendor Table: \$60 + GST
- Tables are standard 6' × 2.5' folding banquet tables.

Please Note

To accommodate a greater variety of unique vendors and make the best use of the available space at The Block, Seton HOA will only permit **one table** per vendor for the 2026 Grand South Christmas Market.

We appreciate your understanding and cooperation.

RULES AND REGULATIONS

Applications & Vendor Selection

- Submission of this application does not guarantee a vendor space at the market.
- Please do not include payment with your application. Payment instructions will only be provided to vendors who have been accepted.
- SHOA strives to provide a diverse selection of vendors; however, there may be other vendors offering similar products.
- All products intended to be sold at the market must be disclosed on the vendor application. Products not included in the original application may be subject to approval by SHOA.
- SHOA reserves the right to approve or deny vendor applications at its discretion.

Food Vendors

- All food products must have an ingredient list clearly displayed or included with the product at the time of purchase.
- Products containing nuts must be clearly labelled and may not be offered as samples to shoppers.
- Previously frozen products must be appropriately labelled, including the date of freezing where required.
- Food vendors are responsible for completing and submitting any required Alberta Health Services (AHS) Special Event Food Vendor Notification forms and complying with all applicable AHS requirements.
- Products sold by weight must use a scale that meets applicable federal requirements and is approved for legal trade.

Vendor Conduct & Responsibilities

- Price fixing or coordinating prices with other vendors is strictly prohibited.
- Vendors must conduct themselves professionally and respectfully. Disputes or inappropriate conduct between vendors will not be tolerated.
- The Lifestyle Coordinator and/or SHOA staff have final authority regarding disputes, vendor placement, facility use, and event operations.
- Vendors who are unable to attend must notify the Lifestyle Coordinator at least five (5) days prior to the event.
- No pets or animals are permitted on the property, with the exception of service animals as required by applicable law.
- Vendors are encouraged to carry their own liability insurance covering their products, displays, equipment, and operations.
- SHOA is not responsible for lost, stolen, or damaged merchandise, equipment, displays, or personal belongings.

RULES AND REGULATIONS

Cancellations & Refunds

- Vendor fees will not be refunded for cancellations made within two (2) weeks of the market.
- Cancellations made more than two weeks before the market will be eligible for a refund, subject to a \$15.75 administration fee.

Facility & Clean-Up

- Vendors are responsible for leaving their assigned space in the same condition in which it was provided.
- All garbage, boxes, display materials, packaging, and other belongings must be removed by the vendor at the end of the event.
- Failure to properly clean the assigned vendor space may result in the vendor being denied participation in future SHOA markets.
- Smoking and vaping of any kind are prohibited within the gated facility and park space.

Promotion & Advertising

- By participating in the market, vendors acknowledge that SHOA may use their business/company name and product information for event advertising and promotional purposes.

Compliance

- SHOA and/or the Lifestyle Coordinator reserve the right to make reasonable changes to market rules and regulations. Vendors will be notified of any material changes that affect their participation.
- All vendors are required to comply with these rules and regulations, applicable laws, facility policies, and instructions provided by SHOA staff.
- SHOA reserves the right to deny vendor space or require a vendor to leave the event if the vendor fails or refuses to comply with these rules and regulations.

Any violation of these rules and regulations may result in a warning. If the behaviour or violation continues, or if the violation is sufficiently serious, SHOA reserves the right to require the vendor to leave the event.



VENDOR INFORMATION

Business Name: _____

Your Name: _____

Address: _____

City: _____ **Postal Code:** _____

Phone #: _____ **Alt Phone #:** _____

Email Address: _____

Website/ Socials: _____

Product Information

Please list all items you plan on selling at the Grand South Christmas Market:

How many chairs are you requesting? 1 ☐ 2 ☐ 3 ☐

Did you make your products yourself? Yes No

Is your product available easily elsewhere from big-box retailers? Yes No

I, _____, declare all information on this application to be complete and accurate to the best of my knowledge. I agree to abide by all rules and regulations as listed in this document.

Signature

Date