



FOOD COURT AT THE CAYMAN CRAFT MARKET
APPLICATION FOR DAILY RENTAL

Company Name:

Contact Name:

Phone:

Email:

P.O. Box:

Product Description:

SELECT VENDOR TYPE

- Food
- Desserts/Candy
- Beverage

DATE AND TIME OF RENTAL

Date requested: _____

Times Requested: 8:00 a.m. to 12 p.m.

 12 p.m. to 4 p.m.

 4 p.m. to 8 p.m.

FOOD HANDLING PERMIT

All vendors handling food on the day MUST provide a valid Food Handling Permit issued by the Department of Environmental Health (DEH). Any vendor who fails to provide a valid permit will automatically have this rental agreement cancelled and a refund given. The DEH holds Food Handling Permit courses at their compound on North Sound Road, to register please contact the DEH on 949-6696 or email DEH.FoodSafety@gov.ky



PAYMENT INFORMATION

- The \$25 Cayman Craft Market (CCM) rental fee includes a 10' x 10' space and the ability for two (2) team members to sell/display food and beverage products only for a maximum of 4 hours (includes set-up and break down time).
- Payment must be made by cheque or bank deposit only. A cheque payable to “Cayman Craft Market” can be dropped off to the offices at Cayman Craft Market, upstairs Boilers Rd, George Town. Alternatively, a deposit can be made to the Royal Bank of Canada in the name Cayman Craft Market, account number #110-523-8. **Please also include your name.** A copy of the bank deposit must accompany this application.
- Payment must be made in full on or before the specified rental date.
- Please do not hesitate to contact CCM Manager, Jean-Eric Smith, with any queries you may have. If you need to make any changes to your contact information or other information please email info@caymancraft.ky or call 949-0049.

TERMS & CONDITIONS

1. Rental space will be available on first come, first serve basis (only 12 spaces available – see page 5).
2. Payment must be made in full on or before the specified rental date.
3. Vendor space is not guaranteed if an application is incomplete or submitted without payment.
4. Payment may be by cheque (made out to *Cayman Craft Market*), or direct deposit to the Royal Bank of Canada only (see Payment Information above).
5. The CCM rental allows entry for three (3) team members only for a maximum of 4 hours (includes set-up and break down time).
6. The CCM will send a confirmation email to the email address you have listed on the form, with your confirmed vendor space number. (If you do not have an email address, the CCM can also print a confirmation letter for pick up from the Cayman Craft Market office, upon request.)
7. Vendor space selection is available on a first-come, first-served basis. We cannot change your space after it has been assigned. Pay keen attention to the event map (page 5).
8. Set up and break down time is specified as the hour before the start of the agreed rental period and the hour after the end of the agreed rental period.
9. Vehicles will only be permitted on the CCM driveway/entrance for 15 minutes each. All vehicles must be moved off the CCM driveway/entrance as soon as possible to allow for fellow vendors equal time for set up/breakdown. There can be no exceptions.
10. If the vendor cancels or is absent on the day of the event, no refund will be returned. However, they may reschedule their rental to a future event date.



11. Vendors cannot utilize any space outside the 10' width or in front of the 10' depth. However, if there is extra space at the back of the dedicated 10' x 10' space, you are free to utilize it.
12. All food vendors must provide a valid Department of Environmental Health (DEH) Food Handling Permit (see page 1).
13. All vendor spaces may be subject to DEH inspection before or during the event at the discretion of DEH, and if any of the *Terms and Conditions* have been breached, no further sales will be permitted, and the vendor will be asked to remove their display.
14. Vendors must provide for all heating elements (charcoal, propane, Sterno) as there is no direct access to electricity at the Cayman Craft Market.
15. Vendors must provide their own insurance.
16. Vendors are responsible for securing their equipment/personal effects in the event of inclement weather.
17. Vendors will be responsible for all Cayman Craft Market equipment/property rented to them. Vendors will replace any damaged equipment/property, and Cayman Craft Market will seek reimbursement in full for any property damage at the end of each event.
18. Vendors are asked to leave their designated area in the condition it was found in at the time of arrival.
19. At breakdown, all trash must be removed and discarded at the designated DEH garbage skip located on the event map. Trash bins and trash bags are the responsibility of the vendor.
20. Vendors, if selling, agree to take full responsibility for all sales and monies made during the event.
21. Vendors are responsible for the security and safekeeping of their own belongings and monies and agree that Cayman Craft Market is in no way liable for any loss or damage to them.
22. The vendor releases and holds harmless, the Cayman Craft Market and its workers or volunteers, from any injury or loss that they, or any member of their team, may sustain.

By signing this Registration Form, you indicate that all your information is truthful and that you have read and agree to the *Terms and Conditions* above/attached.

Print Name: _____ Signature: _____ Date: _____



VENDOR CHECKLIST

Please **scan and email** the following to the Cayman Craft Market, General Manager Jean-Eric Smith at info@caymancraft.ky.

- Completed CCM Short Term Vendor Rental Form
- Valid DEH Food Handling Certificate
- Copy of RBC deposit form showing proof of payment

These are items that vendors will need to provide for optimal customer satisfaction.

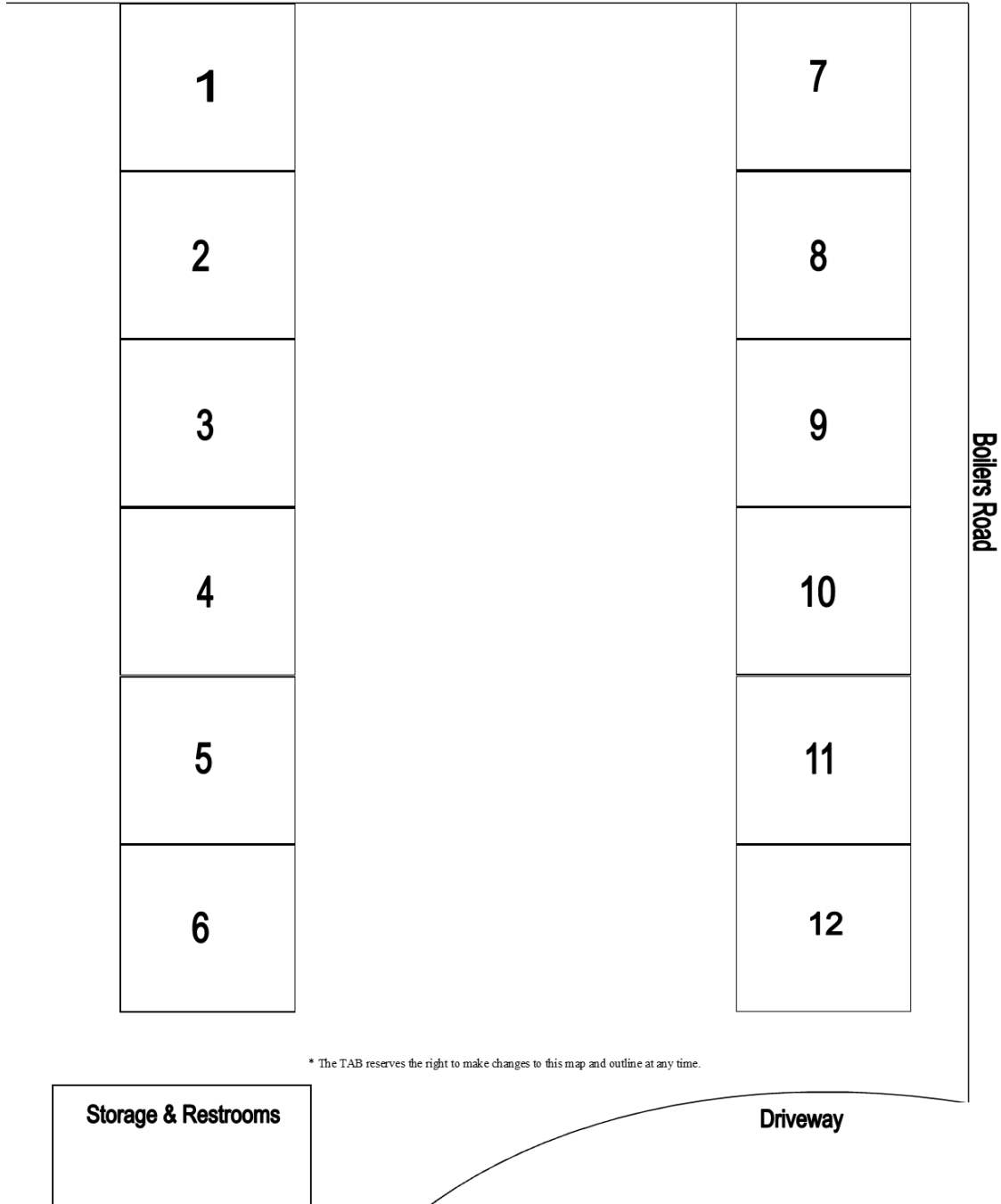
FOOD VENDOR:

- Small Disposable Plates and Cutlery
- Cups and Straws
- Napkins
- Garbage Bin and Bags
- Menu / Signage
- Staff in Company Shirt
- Cash Float or Credit Card Machine
- Sterno/Charcoal/Grill



Map of Food Court at the Cayman Craft Market

South Church Street





FOR CAYMAN CRAFT MARKET USE ONLY

Date Registration Form Received: _____

Stall number Issued:

Paid by:

Cheque to Cayman Craft Market

RBC Direct Deposit. Cheque # _____

Participation approved: ____ Y/ ____ N Reason not approved: _____

General Manager Signature: _____

Notes:
