



Food and Flower Vendors Jurying Application Guidelines 2010

Bastion Square Public Market Mandate

The Bastion Square Public Market will:

- provide an outlet for the display and sale of hand-crafted items in clay, fibre, metal, wood, glass and multiple disciplines;
- provide an outlet for the display and sale of added value items such as flowers, plants, baked goods; homemade preserves; chocolates, candies and other perishable items;
- provide an outlet for the display and sale of candles and other country crafts;
- provide an outlet for the display and sale of organic produce from the island farmers;
- provide an outlet for the display and sale of visual art such as painting and photography;
- provide an outlet for the display and sale of products specifically from Vancouver Island and the Gulf Islands in keeping with "Made in B.C.".
- Provide an outlet and space for theatre and the musical arts to perform throughout the market;
- Provide an outlet for service vendors with a specialty service.

Bastion Square Public Market will not accept rummage items, flea market items, or imports. Work must be predominately handcrafted or designed in British Columbia. If an artisan designs and produces their craft outside of British Columbia, reasonable proof of the artisans work must be shown to the satisfaction of the Bastion Square Revitalization Association. In this instance only 'one-off's will be accepted.

Bastion Square Public Market Application Process

Bastion Square Public Market Application deadlines for jurying will be posted on our website at www.bastionsquare.ca.

An early bird discount of 15% will be given to full-time Food and Flower Vendors who have applied for jurying and are accepted into the Bastion Square Public Market by **Friday, February 19, 2010**.

Please supply with your application:

1. Five samples of product. Pack this product safely and have it delivered in a labelled container(s).
2. Biographical information including a brief description of the making of your product and retail price list.
3. If the product is from outside Vancouver Island or the Gulf Islands, photos can be sent with a minimum of one piece that should accompany the presentation.
4. The jurying fee in the amount of \$35.00 in the form of personalized cheque or money order made payable to the Bastion Square Revitalization Society. The jurying fee is non-refundable.
5. Copy of your Public Health Certification.

Drop off location, dates and times will be posted on the website at www.bastionsquare.ca. You may also arrange to pick up your juried items at these times as well.

If any items are missing from the jurying application, the application will be rejected.

Bastion Square Public Market Jury

The Bastion Square Public Market Jury will be made up of 3 people comprised of the Manager of the Bastion Square Public Market, one (1) or two (2) Board Members from the Bastion Square Revitalization Association, and one (1) local artist who will be chosen and invited to participate at the discretion of the BSRA Board. At no time will any Food or Flower Vendor being considered for a spot in the Bastion Square Public Market be allowed to participate in the jurying selection process.

Due to limitation in time and staff, phone calls regarding the work cannot be made, however jurors' comments will be enclosed with the work.

Bastion Square Public Market Criteria for Judging

All items will be judged upon by the following criteria:

1. **Originality** – historical, contemporary, traditional and cross-cultural references seen as an influence or tribute; imaginative; unique (if applicable);
2. **Design** – effective use of materials; use of colour, texture, pattern, form; visual and physical balance; consideration to function ie day to day, special occasion (if applicable);
3. **Technique** – overall skill level; material handling; tool expertise; finishing; follow-through (back of items finished); consideration of long-term use (if applicable);
4. **Presentation**
 - a) **Retail** – labeling (pricing, artist identification, care instructions) and packaging (for display, special needs for shipping).
 - b) **Jurying** – biographical/process information; initial display/packaging; back-up materials (photos) and overall presentation (professional; business-like).

5. **Suitability to Venue** – are the items to be provided appropriate for the Bastion Square Public Market.

Bastion Square Public Market Vendor Acceptance

Upon acceptance to the Bastion Square Public Market, Food and Flower Vendors are required to provide the Bastion Square Revitalization Society with their Contract.

Upon the BSRA's receipt of the artisan application, the Food and Flower Vendor will have seven (7) days to submit two copies of the signed contract along with a \$200.00 deposit. Deposits are non-refundable but will be reimbursed to the Food and Flower Vendor in October 2010 provided that the Vendor is in good financial standing with the BSRA and has fulfilled the fee payment schedule of the contract. As well, the contract must include the post-dated cheques dated for April 1st, May 1st, June 1st, July 1st, August 1^s and September 1st, 2010. If the Vendor does not provide the post-dated cheques along with the signed contract within seven (7) days of submitting their application to the Bastion Square Public Market, the Food and Flower Vendor will be placed to the bottom of the accepted Food and Flower Vendors list.