

Holiday Craft Fair

Application Information:

- How to apply: vendors must complete the Vendor Application Form, and submit the form by **Saturday, May 30th** for consideration:
 - Email the completed form to Killarney.CommunityCentre@vancouver.ca OR
 - Bring the completed form to the front desk
 - Along with the completed form (emailed/dropped off), email images of your products to Killarney.CommunityCentre@vancouver.ca (Subject: Craft Fair – your business name)
- Table fee: \$60/table (approximately 72x30) + additional \$10 for power (gas powered generators not permitted) – *vendors purchasing two tables will receive a connected 12ft table, equivalent to two 6ft tables.*
- Cancellation: table fees are non-refundable and non-exchangeable and table changes cannot be made.

Event Information:

- Date & Time: Saturday, December 05th, 2026, from 10:00AM to 4:00PM.
- Centre Access: please enter through the community centre front entrance door (in the main lobby area).
- Set-Up Time: vendors can setup on the day of the event, starting from 8:00AM - no one will be permitted to enter the gym before then (no exceptions).
- Clean-Up Time: take down must start at 4PM and complete this by 5PM. **Vendors are responsible for waste or recycling disposal, none of these will be permitted on the premises after the event is over – vendors MUST take all their belongings, waste, and recycling off premises.** Please try to clean up as quickly as possible as there are other community centre programs following the sale.
- Table Size: 72x30in (tables may not be identical)
- Table Assignment: you may indicate your preferred room and table location in the application form, but final allocation will be determined by the Killarney Community Centre Society based on the items for sale.
**Young entrepreneurs are located in the lobby/hallway (free).*
- Chairs: 1-2 chairs provided with each table, if you require additional chairs, please specify on the application form.
- Electricity: please indicate this need in your application form and bring your own extension cords.
- Display Set-Up: please keep your items confined to your designated area. All sale items must fit **on, under or behind your table**. Rolling racks behind tables **ONLY**. Display of sale items on walls or windows is **NOT** permitted.
- **All sales transactions must be completed no later than 4:00pm.**
- Vendors can buy more than 1 table (maximum 3 tables per vendor).

To All Vendors:

As a vendor, I undertake and indemnify the Killarney Community Centre Society, the Killarney Centre Seniors Association, the Board of Parks and Recreation, and the City of Vancouver for all losses, costs and expenses incurred by reason of the vendor's neglect or use of the premises or by reason of injury to any person or property in or upon the said premises from any cause.

To Food Vendors:

Please familiarize yourself with the [BC Centre for Disease Control Temporary Food Markets Guideline for the Sale of Foods at Temporary Food Markets](#) and the [Vancouver Coastal Health resources regarding Temporary Events & Markets Permits](#) regarding selling at a food market.

Next Steps:

A decision will be communicated with vendors by Saturday, June 27th.

Next steps and payment process will be included in the confirmation email.

Note: we will never request payments through social media nor through e-transfer. Be aware of potential fraud.

If you are unsure if a message was from us, you can contact us at Killarney.CommunityCentre@vancouver.ca or call us at 604-718-8201.



