



## **ARCTIC MARKET AGREEMENT**

### **Welcome**

The Arctic Market takes place in Inuvik all year round. It promotes local growers, artisans, crafters, bakers & chefs by providing a community retail venue for their products. The market is inclusive and welcomes everyone to participate.

To learn more about the event, please visit the website at: <https://www.inuvik.ca/en/discovering-inuvik/Arctic-Market.asp>

### **Arctic Market Location**

From June to September, the Summer Arctic Market takes place in the wooden covered boardwalk at the Inuvik Welcome Centre located at 190 Mackenzie Road, inside of Chief Jim Koe Park in Inuvik. This event takes place rain or shine, sleet or snow so both vendors and patrons should be dressed and prepared for this "Truly Arctic" Market.

From October to May, the Market takes place in the Community Hall of the Midnight Sun Complex located at 95 Gwich'in Road in Inuvik.

### **Market Times**

From June to September, the Arctic Market takes place each Saturday from 11 am to 2 pm in the covered wooden boardwalk at the Inuvik Welcome Centre located in Chief Jim Koe Park. From October to May the Arctic Market's time is usually 11 am to 2 pm but can vary depending on any related event's schedule.

Location and time are subject to change. For the most up to date information follow : <https://www.facebook.com/Arctic.Market/>



## Registration

Any interested artists, crafters, tool makers, and creatives can register for a table at the Arctic Market online : <https://trulyarcticinuvik.ca/>

For those without ability to register online, we also welcome you to phone us at 867.777.8618 or send us an email at [tourism@inuvik.ca](mailto:tourism@inuvik.ca).

- Once registered you will receive a confirmation number.
- If you did not register prior to the market, we will do our best to accommodate your request.
- A registered vendors agrees to all terms and conditions laid-out in this document "Arctic Market Agreement" as well as all Town of Inuvik policies and by-laws.

### 2025 Arctic Market Vendor Rates

Per Market, 1 Table: \$10	Per Market Power: \$10
Midnight Sun Complex Community Hall Concession per market: \$30 (includes space, power, and equipment)	

### Payment Methods

The payment is required when you register online, over the phone or at the Welcome Center located at 190 Mackenzie Road in Inuvik. The payment online and over the phone can be debit and credit and at the Welcome Center, the payment can be debit, credit, or cash You will receive a confirmation number that confirms your registration.

## What is included in your registration

### Tables & Chairs

The registration comes with ONE, 6-foot uncovered folding table and two chairs available for each vendor. Any additional table and chairs need to be booked ahead of time upon registration. Tables and chairs are limited, but we will do our best to accommodate special requests.

### Power

For those vendors who request use of power, you will be placed adjacent to one standard electrical outlet with two standard 125 volt plugs. We ask that you do not overload your outlet and be mindful of overextending the available wattage at your station. Vendors need to provide their own extension cords.

## Set-up / Take-Down / Loading & Unloading

### Set-Up Times

On the day of the market, starting 1 hour before the opening of the market. We ask vendors to arrive early and be prepared to start selling when the Market opens.

### Tear-Down Times

After the end time of the market.

## Authorized products for sale

Any crafted or handmade items and food are authorized to be sold. Mass produce, illegal products, non crafted or handmade products are not authorized to be sold at the Arctic Market.

## Food permit

Any food vendor is requested to display a printed copy of their up to date and approved food permit. Any violation against the NWT Food Establishment Regulations will be reported to the Department of Health and Social Services, Government of Northwest Territories.

To apply for a food permit: <https://www.hss.gov.nt.ca/en/services/apply-food-establishment-permit>

## Parking

Parking at and around the immediate vicinity of the Inuvik Welcome Centre is limited.

The limited spots are reserved for Staff, those with accessibility issues, and persons visiting the Inuvik Welcome Centre.

We ask vendors to use the side gravel parking lot (Anglican Church/Capital Suites side) for loading & unloading only. There is space for vendors to pull directly adjacent to the wooden boardwalk so as to unload your items.

Once you have finished dropping off / unloading we ask that you park your vehicle in one of the other larger parking areas surrounding Chief Jim Koe Park such as:

- Anglican Church Parking Lot
- Aurora Research Institute (ARI) Parking Lot
- Inuvik Post Office
- Parking lot adjacent to Igloo Church / V&S / Arctic Foods / Just Raven
- Gravel lot in back corner of Chief Jim Koe Park (at rear of Children First building)

## Cancellation

Please, let us know if you will not attend a market you were registered.

No credit or reimbursement will be applied to purchased passes.

## Garbage & Food waste

It is very important that all garbage, refuse, and food waste is properly disposed of in the blue bin adjacent to the wooden boardwalk at the Inuvik Welcome Centre.

## Pets

Pets are not permitted inside or tied to any parts of the Inuvik Welcome Centre or the Special Events Pavilion or the Midnight Sun Complex. This includes the wooden covered boardwalk area as well or entry ways, stairwells, bannisters, beams & poles, bleachers, or any other permanent structure as part of a Town owned building, facility, or temporary structure. Pets within Chief Jim Koe Park must be contained on a leash at all times. Owners are responsible for picking up and disposing of their pet's waste.

## Smoking

In adherence to the Town of Inuvik Smoking By-Law #2629/H&S/19, smoking is not permitted on any Town Recreational Property (public parks and recreation facilities operated by the Town of Inuvik), therefore we ask all persons wishing to smoke, to do so outside of the boundaries of Chief Jim Koe Park or Town owned land or facilities (including Inuvik Welcome Centre, Special Events Pavilion, & green areas within the Park). Currently the only designated smoking area adjacent to the Park is next to the porta-potties across the gravel roadway.

## Suggested items to bring as a vendor

As we know weather in the Arctic can vary greatly even in the Summer and even in the same day. As such we remind our vendors and patrons that the Arctic Market is an outdoor event and operates in all kinds of weather and conditions.

Other items to consider adding to your “to bring” list:

- Table covers, displays, paper weights or other ways to keep items from blowing in the wind
- Bug dope, sunscreen, hand fan
- Jackets, toques, sun hats, sunglasses, and or clothing layers
- Water bottle, snacks, & hot beverage in thermos
- Printed price list / menu for food vendors, cash float, change, & cash box
- Business Cards or NWT Arts Tags

## Washrooms and Hand washing

Public access to washrooms for all events in Chief Jim Koe Park including the Arctic Market and events taking place at the Special Events Pavilion will be porta-potties set at the back gravel area at the rear of Chief Jim Koe Park and the indoor washrooms inside the Inuvik Welcome Center. There will be temporary hand wash stations set for the Arctic Market and adjacent to the port-potties. Each vendor is also requested to have hand wipes and hand sanitizer available at their table.

## Contact

Inuvik Welcome Centre  
190 Mackenzie Road  
867.777.8618  
Email: [tourism@inuvik.ca](mailto:tourism@inuvik.ca)  
On Market Days:  
Call or Text: 867.678.0253

