

Golden Artisan Collective, DBA: Golden Artisan Co-op Vendor Agreement
Operating Location: 521 9th Avenue North, Unit A. Golden, British Columbia

Business Number: 718 139 009

This Agreement is entered into **between Golden Artisan Collective**, a sole proprietorship operating under and herein referred to as the **Golden Artisan Co-op (the “Business” or the “Store”)**, and the undersigned **individual and/or business (the “Vendor”)**.

Golden Artisan Co-op operates a cooperative-style retail marketplace that provides display space and retail services to independent vendors.

Golden Artisan Co-op is not a registered cooperative and is owned and operated by a single proprietor. Vendors operate as independent businesses and are solely responsible for their own products, taxes, insurance, and regulatory compliance.

1. Definitions

1.1 Vendor - Refers to an individual or business approved to rent display space for the sale of handcrafted products within the Golden Artisan Co-op.

1.2 Products - All goods submitted by the Vendor for sale.

1.3 Display Space - The designated area allocated to the Vendor within the Golden Artisan Co-op.

1.4 Management - Refers to the owner or authorized representatives of Golden Artisan Co-op, not Volunteers.

1.5 Rent – Vendor’s monthly cost for their Display Space within the Golden Artisan Co-op based on the agreed upon tier indicated in Section 19 of this Agreement.

2. Rental Term

2.1 This Agreement begins on the date agreed upon in Section 19 of this Agreement and continues **month-to-month** following an initial **three (3) month commitment**.

2.3 The first three (3) months of rent must be **paid upon approval** of this Agreement.

2.3 Vendors may prepay rent at any time which will be held in trust by the Golden Artisan Co-op, prepayments except initial **three (3) month commitment** are refundable upon termination.

2.4 Approval is granted at the discretion of Management and is subject to product suitability, store standards and available space.

2.5 Submission of this Agreement **does not guarantee acceptance**.

3. Fees & Payment

3.1 Monthly rent per agreement is **due on the first (1st) day of each month**.

3.2 Invoices will be issued one (1) week prior to due date as a reminder.

3.3 Rent is **not deducted from monthly sales**.

3.4 Failure to pay rent on time may result in termination of Agreement and/or withholding of products until balances are paid.

3.5 Golden Artisan Co-op, where permitted by law, reserves the right to retain or sell vendor inventory to recover unpaid balances.

4. Sales Reporting & Payments

4.1 Monthly sales reports and payments will be provided to Vendors **by the 8th day of the following month**.

4.2 Payments for product sales will be issued by direct deposit via **Plooto**.

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Vendor Legal Name

Vendor Operating Business Name

Initial

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5. Display Space Allocation

5.2 Display space is allocated according to the approved tier indicated in Section 19.

5.2 Management reserves final input regarding store design and display adjustments.

5.3 Vendor display location is designated by Management.

5.4 Vendors may request upgrades or downgrades based on availability with two-weeks notice.

6. Display Tier Selection

6.1 Please indicate your preferred display tiers by **numbering them 1st, 2nd, and 3rd** in order of preference. You are not required to select three options. If you are only interested in one specific tier simply mark 1st beside that option and **leave the remaining selections blank**.

6.2 Display space is assigned based on **availability, volunteering, and order of** receipt of this Agreement.

Spinner Tier – Two sides allocated per vendor

Tier	Monthly Fee	Display Size
_____ Commission only	30% +GST	2ft wide x 4.5ft tall

Spinner displays may be used for:

- greeting cards, stickers, jewelry, lightweight goods, etc.

Allowed display accessories:

- baskets, hooks, and containers

Shelving is **not permitted** on spinner displays.

Gondola Tiers

Gondola displays may be built **no more than 1 ft above the gondola**. Total height of 5 feet.

Tier	Monthly Fee	Display Size
_____ Small Gondola	\$65 +GST	1ft wide x 4ft tall
_____ Medium Gondola	\$120 +GST	2ft wide x 4ft tall
_____ Large Gondola	\$175 +GST	3ft wide x 4ft tall
_____ Full Gondola	\$225 +GST	4ft wide x 4ft tall

Pantry Tiers

Ideal for canned goods, packaged foods and pantry products.

These units contain **four fixed shelves**.

Tier	Monthly Fee	Display Size
_____ Pantry Small	\$65 +GST	1ft wide x 5ft tall
_____ Pantry Medium	\$120 +GST	2ft wide x 5ft tall
_____ Pantry Large	\$175 +GST	3ft wide x 5ft tall
_____ Pantry Full	\$225 +GST	4ft wide x 5ft tall

Additional **displays may not be added** to the top shelf of Pantry shelves.

Wall Display Tiers

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Display extension **up to 1 ft above the slatwall** allowed.

Tier	Monthly Fee	Display Size
_____ Wall Small	\$85 +GST	1ft wide x 6ft tall
_____ Wall Medium	\$160 +GST	2ft wide x 6ft tall
_____ Wall Large	\$235 +GST	3ft wide x 6ft tall
_____ Wall Full	\$305 +GST	4ft wide x 6ft tall

7. Volunteer Participation, initial only if you wish to volunteer. _____

7.1 Volunteer participation is **optional** and intended to provide Vendors with an opportunity to contribute to the store environment.

7.2 Volunteers are **not employees** of Golden Artisan Co-op. Participation in the volunteer program does not create an employment relationship.

7.3 Vendors who volunteer will receive a **rent reimbursement credit of \$10 per hour volunteered.**

7.4 Volunteer credits:

- are applied to the Vendors corresponding Month's Sales Report
- may only be applied **up to the total value of the Vendors monthly rent**
- cannot exceed the cost of monthly rent
- cannot be paid out as wages or cash

7.5 Volunteer shifts primarily involve light tasks such as maintaining a welcoming environment, tidying displays, basic cleaning, greeting customers, and general store presence. Volunteers may also work on their own crafts during quiet periods provided store responsibilities are respected.

7.6 Staff members remain responsible for major store operations, inventory, banking, and operational accountability.

7.7 Volunteers are provided with priority display selection at Managements discretion.

7.8 Vendor removal from Volunteer participation is at the discretion of Management.

8. Inventory Management – The GAC will be tracking inventory for insurance purposes.

8.1 Vendors must **complete a vendor intake form and** attach for approval.

8.2 The store will provide necessary barcodes. Vendors will be sent a PDF of barcodes for printing, if Vendors require Management to print barcodes **72 hours notice** must be provided

8.3 Vendors are responsible for ensuring inventory is updated before restocking using the **Vendor Restock Form.**

8.4 Any products not previously approved by Management must be submitted using the **Vendor Membership Agreement Addendum Request.**

9. Product Standards

9.1 All products must be **at least 80% handmade by the Vendor** and demonstrate meaningful artistic contribution. See guideline attached.

9.2 Mass-produced or imported goods are not permitted.

9.3 Management reserves the right to review or remove products that do not meet store standards.

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10. Product Safety & Regulatory Compliance

10.1 Vendors are responsible for ensuring their products comply with all applicable laws and regulations including, but not limited to:

- Canada Consumer Product Safety Act
- Health Canada product regulations
- BC consumer protection laws
- labeling requirements
- municipal bylaws

10.2 Management may remove any product deemed to present a safety or regulatory concern.

11. Food & Consumable Products

11.1 Vendors selling edible goods must comply with **Interior Health regulations and FoodSafe.**

11.2 Food products must:

- be produced in approved environments where required
- be sealed and labeled
- include ingredient lists
- identify allergens

11.3 Golden Artisan Co-op may request documentation confirming compliance.

12. Product Sampling

12.1 Vendors wishing to offer product samples on site must provide proof of liability insurance documentation naming below as an additional insured location.

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12.2 Sampling must comply with applicable health regulations.

13. Intellectual Property

13.1 Members confirm that their products do not infringe upon copyrights, trademarks and/or protected brand identities

13.2 Products may not use the likeness or branding of any company, brand, or protected character without authorization.

13.3 Products violating intellectual property rights will be removed immediately.

14. Liability & Indemnification

14.1 Vendors assume full responsibility for all products they supply.

14.2 Golden Artisan Co-op does **not manufacture vendor products** and assumes no liability for their safety, legality, or performance.

14.3 Vendors agree to **indemnify and hold harmless** Golden Artisan Collective DBA: Golden Artisan Co-op, its owner, employees, and volunteers from any claims arising from, but not limited to: product defects, injury caused by products, allergic reactions, food contamination, copyright infringement and/or regulatory violations

14.4 Vendors are responsible for maintaining appropriate insurance for their business activities.

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15. Loss, Theft & Damage

- 15.1 Golden Artisan Co-op is not responsible for loss, theft, or damage to vendor products.
- 15.2 Coverage may apply only in major insured events such as robbery, fire, or other natural disasters and does not include petty theft or unexplained loss.
- 15.3 Members are encouraged to maintain their own insurance coverage.

16. Security & Surveillance

- 16.1 The premises may be monitored by **security cameras** for safety and loss prevention.

17. Termination

- 17.1 Vendors shall not be reimbursed any rent for terminating this Agreement during the initial three (3) month commitment period.
- 17.2 Following the completion of the initial commitment period, the vendor may terminate this Agreement anytime **with two (2) weeks written notice**.
- 17.3 Golden Artisan Co-op reserves the right to terminate a vendor **at any time and at its sole discretion** if Management determines that the vendor is no longer a suitable fit for the store environment. In such cases, Management will provide a **written explanation** of the termination, and any **unused prepaid rent will be refunded** to the Vendor.

17.4 Upon termination: Vendors must remove their products within **fourteen (14) days** unless otherwise agreed. All outstanding balances must be settled prior to product removal.

17.5 Products left beyond a reasonable period may be donated, disposed of, and/or sold in order to recover outstanding balances or clear unclaimed inventory.

18. Independent Business Relationship

- 18.1 Vendors operate as **independent businesses**. Nothing in this Agreement creates employment, partnership, agency and/or joint venture between the Vendor and Golden Artisan Co-op.

19. Entire Agreement

This Agreement constitutes the entire understanding between the parties and supersedes any prior discussions or representations.

_____	____/____/____	____/____/____
Approved Rental Tier	Approved Vendor Start Date	3 Months Fees Received Date
\$ _____	____/____/____	____/____/____
Amount Received	Initial Stock Received Date	Terminated Date

By signing below, the Vendor acknowledges they have read and agree to the terms of this Agreement.

_____	_____	____/____/____
Vendor (Print name)	Vendor Signature	Date

Management Approval

By signing below, Golden Artisan Co-op Management confirms that the Vendors application has been reviewed and approved. Upon signature by Management, this Agreement becomes active and binding.

_____	_____	____/____/____
GAC Management (Print name)	GAC Management Signature	Date

Handmade Standards and Acceptable Product Criteria

To uphold the Artisan values of the GAC, all products submitted for sale must meet the following Handmade Standards and Acceptable Product Criteria:

General Handmade Requirement: Products must be at least 80% handmade by the member and demonstrate genuine artistic contribution.

Mass-produced, imported, pre-manufactured, or commercially produced items are not permitted.

Original Artwork Requirement: No Stock Images or Purchased Designs

The GAC does not permit products featuring:

Stock images

Purchased digital designs

Licensed clip art

AI-generated art

Any artwork not originally made by the member

Manufactured items (e.g., mugs, shirts, magnets, tumblers, totes, keychains, etc.) are only acceptable if the artwork printed/applied is original artwork created by the member.

Printing online-purchased designs on manufactured items is not considered handmade.

Jewelry Standards: Jewelry must involve meaningful artisan techniques such as design, wire wrapping, beading, metalwork, sculpting, soldering, weaving, or similar skills.

A pre-made pendant placed on a pre-made chain is not considered handmade.

Resin Standards: Resin items must be created by the member through original pouring, coloring, embedding, layering, shaping, or finishing techniques.

Simple assembly or minimal-effort pours do not qualify.

3D Printing Standards: 3D-printed products must be based on the member's original digital design.

Downloaded, unmodified files do not qualify.

Items must include meaningful hand-finishing.

Candle Standards: Candles must be hand-poured and created by the member.

Decorating or relabeling pre-made candles is prohibited.

Upcycled Product Standards: Upcycled items must involve significant artistic transformation, painting, redesigning, reconstruction, refinishing, or combining materials into new artistic form.

Simple refurbishing or light decoration is not considered handmade.

Product Review

The Golden Artisan Co-op reserves the right to evaluate all products and may decline or remove items that do not meet the Handmade Standards and Acceptable Product Criteria.

Scope of Standards

The examples listed above are intended to provide guidance and are not an exhaustive list of product categories. These Handmade Standards and Acceptable Product Criteria apply to all products submitted for sale at the Golden Artisan Co-op, regardless of category. Any item not specifically listed must still meet the same spirit and requirements of genuine handmade creation and original artistic contribution.