



## CALL FOR EXPRESSIONS OF INTEREST (EOI)

2024 Cruise Season Market Vendors

<b>Date Issued:</b>	April 24, 2024
<b>Closing Date:</b>	May 6, 2024

### Introduction

The Corner Brook Port Corporation is committed to creating a robust market with inspired entrepreneurs, marketing and selling a versatile mix of products so that we provide the best experience for cruise passengers.

### Location & Shed Specifications

The cruise market will be situated on the south end of the dock for the 2024 season. As passengers disembark, they will walk through the market and again upon their return to the ship. When a ship is at anchor, passengers will tender into the floating dock, proceed up the gangway and walk along the barricades toward the market before they can exit the dock.

The port has seven sheds of two different sizes: four 12'x12' and three 12'x16'. All sheds are equipped with electricity, windows, and two entrances to minimize congestion and increase the fluidity in the flow of customers in and out of the sheds. The Corner Brook Port Corporation does not supply tables, shelving, or other accessories for vendors to display their products.

### Seasonal Rate

The seasonal rate is determined by both the square footage and the number of ship days.

	<b>12 x 12 Shed</b>	<b>12 x 16 Shed</b>
<b>Seasonal Rate</b>	\$2,040	\$2,856
<b>Payment #1 (Due June 5)</b>	\$408	\$571
<b>Payment #2 (Due Sept 15)</b>	\$1,632	\$2,285

*All prices are subject to 15% HST.*

In the event of a ship cancellation, CBPC will not provide a refund. Similarly, an additional fee will not be charged for unscheduled cruise ship calls.

### Rules & Regulations

Access to the port's restricted area is limited to once the vessel is secured and 30 minutes following the ship's scheduled departure time. Vendors do not have the approval to access the restricted area outside of the designated cruise ship days or the access times set for cruise ship days. Vendors will be limited to three restricted area passes and should plan on using the same



staff throughout the season.

Vehicles are not permitted in the restricted area, except as expressly permitted by the Operations Manager or his designate. CBPC staff will designate a time and date before the start of the season when vendors can use their vehicles to deliver products to their sheds.

Portable space heaters represent a fire hazard and will not be permitted in vendor sheds. The CBPC will make arrangements to provide heat to vendor sheds at an additional cost.

Vendors are expected to be open for the entire duration of a ship's time in port for every ship day of the 2024 season. Failure to adhere to the agreed-upon hours of operation may impact CBPC's decision to accept your participation next year.

### **Submission Requirements and Selection**

The Corner Brook Port Corporation will examine all submitted applications and determine which vendors and products best represent our overarching goals for the cruise market. Preference will be given to vendors who commit to operating for the full season.

Vendors are required to consent to the photography of their market sheds, products, and staff for promotional and social media purposes.

Please fill out and submit the form in Appendix B by May 6, 2024, by email at [contact@cornerbrookport.com](mailto:contact@cornerbrookport.com) or in person at Suite 201, RA Pollett Building, 61 Riverside Drive.

## APPENDIX A: CRUISE SCHEDULE

*Subject to change.*

Date	Time in Port	# Pax	# Crew	Availability
Wednesday, June 5, 2024	0900-1700	2,124	930	
Monday, June 10, 2024	1100-2000	696	449	
Tuesday, July 9, 2024	0700-1600	2,200	895	
Wednesday, July 17, 2024	1100-2000	824	400	
Wednesday, July 24, 2024	0800-1700	2,272	842	
Monday, July 29, 2024	0700-1400	1,656	615	
Tuesday, July 30, 2024	1000-1800	1,432	647	
Thursday, August 15, 2024	0800-1700	3,080	1,200	
Sunday, August 25, 2024	1000-2300	1,432	647	
Wednesday, August 28, 2024	0900-1700	2,124	930	
Tuesday, September 3, 2024	0900-1500	2,800	1,037	
Wednesday, September 4, 2024	1000-1700	1,432	647	
Saturday, September 7, 2024	0800-1700	824	386	
Tuesday, September 10, 2024	0900-1500	2,800	1,037	
Thursday, September 12, 2024	1100-2000	528	150	
Sunday, September 15, 2024	1000-2300	1,432	647	
Tuesday, September 17, 2024*	0800-1700	3,988	1,574	
Wednesday, September 18, 2024	0900-1700	2,124	930	
Saturday, September 21, 2024*	0800-2200	6,460	2,383	
Sunday, September 22, 2024	0900-1700	824	400	
Tuesday, September 24, 2024	0830-1930	2,894	1,000	
Wednesday, September 25, 2024	0800-1600	250	75	
Thursday, September 26, 2024	1030-1800	750	542	
Sunday, September 29, 2024	0900-1600	2,800	1,037	
Monday, September 30, 2024	1000-1800	824	400	
Wednesday, October 2, 2024	0800-1300	228	176	
Sunday, October 6, 2024	0900-1730	750	542	
Thursday, October 10, 2024	0700-1500	824	400	
Saturday, October 12, 2024*	0900-1830	1,823	905	
Monday, October 21, 2024	0800-1600	1,360	662	
Tuesday, October 22, 2024	1100-1900	824	400	
Thursday, October 24, 2024	1100-1900	824	400	
Friday, November 1, 2024	0700-1500	824	400	

\*Double-ship day. Individual times in port vary.



## APPENDIX B: EOI SUBMISSION FORM

2024 Cruise Season Market Vendor

1. Provide a full description of your business and outline the goods to be sold including the origin of production (home, from within Canada, or sourced internationally).

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### 2. Primary Contact Information

<b>Name</b>	
<b>Telephone</b>	
<b>E-mail</b>	
<b>Mailing Address</b>	

### 3. Vendor Information

<b>Business Name</b>		
<b>Shed Preference</b>	12 x 12 Shed	12 x 16 Shed
<b>Website Link</b>		
<b>Facebook Page</b>		
<b>Instagram Page</b>		



**4. Please provide your availability for each ship day as per Appendix A.**

For assistance, contact Patti Ricketts at (709) 634-6600 | [pricketts@cornerbrookport.com](mailto:pricketts@cornerbrookport.com)

**Please email this form to [contact@cornerbrookport.com](mailto:contact@cornerbrookport.com)**