



Creative Casemates Shops and Studios

June – September 2023

INFORMATION ABOUT THE PROGRAM

Rentals are for the purpose of retail operations geared toward the tourism market and are meant to showcase Fredericton's rich culture and craft industry. Emphasis is on artists of fine craft, handmade products, or goods of a cultural significance. Preferred operations will be those that have a demonstration component, interactive feature, or entertainment value. These retail spaces are for craft business incubation, not a long-term retail space.

- Rentals are for June 1 – September 1, 2023, inclusive. All shops must be emptied and vacated by end of day Sunday, September 3, 2023. Keys may be returned on or before Tuesday, September 5, 2023.
- Rent may be extended, free of charge, to September 17, to include the Harvest Music Festival. Please connect with the organizer at anna.mathis@gnb.ca if you intend to extend your rental. If extending, shops must be emptied and vacated by end of day, Sunday, September 20, 2023. Keys may be returned on Monday, September 25, 2023.
- The rental rate is \$1200 for the season + a \$100 damage deposit. The payment schedule is as follows: June 6, \$400 rent + \$100 damage deposit due; July 1, \$400 rent due; August 1, \$400 rent due. Rent payment and damage deposit will only be accepted in full. The damage deposit will be refunded once the shop space has been vacated and all keys provided to primary tenant and salespeople are returned.
- A key will be provided to the tenant to share with the salespeople in their specific shop. If a key is lost or stolen, NBCCD will replace a key or have the lock re-keyed at their discretion, in consultation with the shop's primary tenant, which may result in forfeiture of their damage deposit.
- Shops (casemates) are rented as is and as assigned. Each shop is roughly 25 ft deep and 10 ½ ft wide with track (16 lights) and fluorescent lighting. The walls and ceiling are mostly brick and the flooring could be wooden, cement, or stone. There are large wooden doors that open to a boardwalk.
- Fredericton Tourism and NBCCD coordinate a variety of programming, including festivals and events throughout the Historic Garrison District, attracting visitors to the shops. This includes the Garrison Night Market, on Thursdays throughout the summer, which can attract an average of 6,000 – 8,000 people per week.
- NBCCD will maintain an information page regarding the program on our website and advertise the opening of the shops via our primary social media.
- NBCCD is not responsible for loss, theft, or damage of products. Though we try to be diligent to ensure it does not happen. You are responsible for your own inventory record. It is the tenant's responsibility to acquire insurance.
- Drinking water is made available, free of charge to tenants and their salespeople, from the fountain in NBCCD. Washrooms for tenants and salespeople are in the main building of NBCCD. A chair for each casemate will be provided. A seating area outdoors, as well as the grounds around the shops, is maintained.

AGREEMENT

- A primary craftsperson will sign a lease to become tenant of the New Brunswick College of Craft and Design. They may use the space solely for their own business or bring on partners at their discretion with approval from the Product Review Panel. The tenant will provide applications to anna.mathis@gnb.ca from the vendors who wish to have products sold from their leased space no later than **April 15, 2023**. No additional artists can begin selling in the shop without the approval from the product review panel. A vendor's work can only be represented in one Casemate Shop.
- All goods sold must be handmade locally (within New Brunswick).
- Tenants must maintain the hours of operation, as follows:

Wednesday 10 am – 5 pm

Thursday 10 am – 9 pm

Friday 10 am – 5 pm

Saturday 10 am – 5 pm

Sunday 12 pm – 4 pm

Additional hours can be added outside of these required times.

- A salesperson, who has their work in the shop, must be present at all times. Each salesperson must know the details of the products they are representing (who made it, what materials were used, how it was constructed, etc.). A list of salespeople who will be working for the season, and their contact information, must be submitted no later than **May 15, 2023**.
- NBCCD will provide access to power, in your assigned shop. Please note there is no access to running water in the shops.

For any further information, contact Anna Mathis, anna.mathis@gnb.ca.