



MAILING ADDRESS:

Village of Lytton
PO Box 100, 769 S- Trans Canada Hwy
Lytton, BC V0K 1Z0
www.lytton.ca

**EXPRESSION OF INTEREST SERVICE AND RETAIL TRUCK/TRAILER
IN DOWNTOWN LYTTON**

ISSUED: November 7, 2025

CLOSING DEADLINE: December 1, 2025 @ 4:00 p.m.

Background

The Village is seeking individuals and businesses interested in establishing service or retail businesses in downtown Lytton. As part of the Destination Tourism Plan completed by the municipality in 2024, the Village would like to introduce mobile commercial businesses. It is also anticipated that the businesses would be used by local residents and the construction workforce.

As the investment into purchasing temporary/portable retail or service space, the business community may be cost prohibitive given the small servicing population, the Village is considering purchasing a trailer for shared leasing by interested businesses.

If interested please complete the linked application form (hard copies are also available at Village Offices located at 769 S Trans Canada Highway (former Aspen Planers/Lytton Lumber site), open 8:30 a.m. to 4:30 p.m.

This opportunity provides the potential to showcase local businesses such as barbers, hairdressers, physio therapists, estheticians, arts, crafts, retail goods, etc. and providing a social gathering focal point in the downtown.

If you have any questions, please contact Caroline Lamont at clamont@lytton.ca.

Project Contact (for inquiries, clarification, submission):

Caroline Lamont, Village of Lytton
Phone: 778-554-7880
Email: clamont@lytton.ca

Submission Closing Date and Application

The closing date for the submission of Expressions of Interest is December 1, 2025 at 4:00 p.m. – emailed to clamont@lytton.ca or at Village Offices located at 769 S- Trans Canada Highway (former Aspen Planers/Lytton Lumber site), hours 8:30 a.m. to 4:30 p.m.

The email subject line or the hard copy submissions must be clearly marked with the “**Expression of Interest SERVICE/RETAIL TRUCK/TRAILER**”.

Submission Form

Applicant's Name:

Company Name (if there is one):

Address:

Telephone Number:

Email Address:

Description of Proposed Retail or Service Operation:

Frequency of Use of the Truck/Trailer in Seasons:

Frequency of Use of the Truck/Trailer in a Week:

Proposed service or retail products (generally):

Overview of the operator’s experience with service or retail products:

Equipment Need in Truck/Trailer (i.e. dimension, tables, sink, etc.):

Accessory Equipment (i.e. storage, outdoor seating, tables, tent, etc.):

Staffing Numbers:

Are you willing to share the space with other retail or service operations?

Evaluation Criteria

Following the closing date, submissions will be evaluated using the criteria listed below and a report provided to Council. These criteria represent the primary factors for consideration:

- Operational details including staffing, days/hours of operation, etc.
- Range of services and retail options offered
- Experience with retail or service operations
- Local business

Selection of the successful operator (if any) will be entirely at the Village’s discretion as to which submission represents the Village’s best interests. Successful operators will be required to provide references, insurance, and business licensing. Consideration of health authority approvals will be done with the successful operators and the Village (leaseholder).

The Village also reserves the right, in its sole and absolute discretion, to reject any submission which, in the Village’s opinion, does not sufficiently comply with the requirements of the Expression of Interest.