



Summerland's 30th Festival of Lights November 24, 2017

Vendor Application Form

Main Street and Victoria Street, Summerland BC

www.summerlandlightup.com

Please make your cheque payable to "Summerland Chamber of Commerce" and mail or drop-off a completed Vendor Application form including required certificates and payment to:

Summerland Chamber of Commerce

15600 Highway 97, PO Box 130

Summerland, BC

V0H 1Z0

Attention: Chelsea Fredericks, Event Coordinator

Phone: 250-494-2686

Fax: 250-494-4039

Email: events@summerlandchamber.com

Organization/Company Name :	
Contact Person:	
Mailing Address:	
City & Postal Code:	
Phone Number:	
Cell Number:	
Email Address:	
Website OR Facebook Page:	

IMPORTANT CHECKLIST: Must be submitted with vendor application by October 13, 2017.

- Enclosed cheque payable to Summerland Chamber of Commerce for entry fee.
- Attached Proof of Liability Insurance. (Visit your local insurance provider for details. Mandatory for all vendors.)
- Interior Health Application to Operate a Temporary Food Service (If Required.)



Brief Description of booth including components (tent, table), products for sale and price range:

**If power is required, describe item(s) requiring power and voltage requirements:
(NO HEATERS)**

*Limited power available. One outlet (110V) per vendor on a first-come, first-served basis. Due to power restriction power bars are not permitted.

Registration Fee includes GST (Please select):

Business	Non-Profit Organization	Electricity (If Required.)
\$105.00 <input type="checkbox"/>	\$52.50 <input type="checkbox"/>	\$26.25 <input type="checkbox"/>

TOTAL _____



Vendor Agreement:

1. The Summerland Chamber aims to create a bright and vibrant atmosphere for Festival of Lights. Vendors must make every effort to add battery-powered LED lights to their booth in order to attract attention and add to the overall ambience of the event.
2. All Vendors must carry liability insurance and must provide a copy to the Summerland Chamber of Commerce with your application.
3. Health food permit must be displayed during the 2017 Summerland Festival of Lights event.
4. A description of the booth must be submitted with application, including components (tent, table), products for sale, etc.
5. The Summerland Chamber will provide the Vendor with the location within the event. Said location shall be at the sole discretion of the Summerland Chamber.
6. Vendors will be responsible for supplying materials, i.e. tents, tables, table draping, chairs, extension cords, signage, etc.
7. Set up commences at 3:30pm and must be completed by 4:45pm on day of event.
8. Vendors shall be responsible for clean-up in and around the area where they have been allowed space to operate. All garbage must be sealed in bags and placed next to receptacles for pick-up.
9. The Summerland Chamber is not responsible for any loss or damage to property.
10. The event will take place rain/snow or shine.
11. If power is required, Vendors are limited to **ONE 110V** for their booth. This is due to limited power availability. Vendors are encouraged to be self-sustaining if possible.
12. **VENDORS ARE REQUIRED TO REMAIN ON THE PREMISES UNTIL THE EVENT IS OVER AT 9:00PM AND THE ROAD BARRIERS HAVE BEEN REMOVED.**

Vendors will receive a map, parking information and further instruction 2 weeks prior to event.

Date: _____ Signature: _____

*Your signature indicates that you have read, understand, and agree to the above agreement.

**This is a Vendor Request Form Only. The Summerland Chamber will contact Vendors confirming approval for event.