

2019 SUMMERLAND FESTIVAL OF LIGHTS

Friday, November 29, 2019

NON FOOD VENDOR APPLICATION AND RENTAL AGREEMENT

**NOTE: Due to space constraints this event is limited to 20 Non Food Vendors.
Vendors Accepted on a First Come, First Accommodated Method**

Name

Business Name if applicable

Mailing Address

City

Postal Code

Contact Name

Mobile Phone

Email

Size of Space Required (length and width)

Description of Offerings

NON FOOD VENDOR INFORMATION

PRICING Early Bird (Until 4:00pm September 01) \$105.00 gst included
Regular Price (After 4:01pm September 01) \$125.00 gst included

NOTE - DEADLINE FOR APPLICATION IS FRIDAY, OCTOBER 4, 2019

Your application is not complete, or accepted, until all fees are paid and requisite documents (Insurance - see Insurance & Liability #3) provided to Event Management (EM)

DETAILS

1. Maximum of one space per vendor
2. Maximum of one vendor per space
3. Vendor offerings subject to Event Management (EM) approval
4. Height restriction is 5 meters unless authorized
5. All Vendor configurations are to be approved by EM after set up
6. A Vendor Manual will be provided
7. Every effort will be made to maintain the layout indicated
8. The layout is subject to change
9. EM reserves the right to reject or restrict any vendor

NOTE: Electrical, Internet, and other options or provisions are NOT provided, nor available, by Event Management.

Refuse, Clean Up and Damage

- All Vendor shall be responsible for clean-up in and around the area where they have operated. All garbage must be sealed in bags and placed in, or next to, the large receptacles, indicated in Vendor's Manual, for pick-up.
- Vendor shall be responsible for any damage to property assessed by EM.
- Vendor must take measures to ensure they will not discharge any grey water, grease, debris, or garbage. Failure to comply to this clause will likely result in exclusion from future Summerland Events.
- Vendor will be charged a **minimum** of \$100 for any clean up or damage caused.

Electricity

- EM will **NOT** provide access to electricity. Vendor **MUST** be electrically self contained.
 - . Bridge Matting **MUST** be used to cover electrical cords/plugs.
 - . Absolutely **NO** power is to be drawn from local businesses or municipal receptacles.
- As per provincial regulation, all extension cords must be connected to a GFCI outlet.
- If you are utilizing a generator the unit must be a four stroke, low noise, device.
- All generators larger than 2000 watts must be grounded in accordance with Provincial regulations at the Vendor's expense.
- If you require the on site electrician to ground your unit you **MUST** inform Event Management **NO** later than 4pm Friday November 01.
- All on-site electrical devices will be inspected for safety and compliance by the on site electrician.

Tenting

If tenting is being used it is **MANDATORY** that the tent is sufficiently weighted. The vendor must provide the weighting. Examples include, but are not limited to: Sand Bags, Water/Sand Filled Containers, Concrete Shapes.

Safety

- The Vendor agrees that displays, equipment, and ancillary objects will not visually or physically disturb adjacent Vendors, aisles, walkways, or other designated corridors.
- The speed limit in the festival area during set-up and tear-down is **15km/hr** and will be vigorously enforced by RCMP.

Location and Parking

1. Event Management will provide the Vendor with their allotted location within the event.
2. Vendor location is at the sole discretion of Event Management and subject to change.
3. Vendors will receive a map, parking information, and further instructions approximately two weeks prior to event.
4. All vehicles, with the exception of food service vehicles, **MUST** be removed from festival area and parked in assigned Vendor Parking Areas no later than 3pm.
5. The Vendor will be informed prior to the event of the space assigned to them; however, the Vendor acknowledges and agrees that space assignments may be changed by EM. Every effort will be made by EM not to change booth assignments.

Understanding

The Vendor agrees to conform to all rules and regulations presented by EV in the best interest of the Festival and all concerned, and agree that EM shall have final decision in adopting, interpreting, regulating any rule or regulation deemed necessary prior to, during and after the Event.

I HAVE READ, UNDERSTAND AND AGREE TO all the terms and conditions of the Vendor Agreement for the 2019 Summerland Festival of Lights as explained in this agreement.

Authorized Signature

Printed Name of Authorized Person

Date

Note: When you hit submit, an email will be generated for you to send...please go to your email to submit your 2019 Vendor Application