

Sarnia Tall Ships Celebration, Bluewater Borderfest and ARTZscape CONCESSION/VENDOR APPLICATION FORM 2019 Thursday to Sunday, August 8-11, 2019 CENTENNIAL PARK WATERFRONT

Please carefully complete this form.
Return/E-mail **signed copy to:**

City of Sarnia Parks and Recreation Department
255 N. Christina St, Sarnia, Ontario N7T 7N2
Attention: Rachel Veilleux,
519-332-0330 #3210 Fax: 519-332-0776
Email: rachel.veilleux@sarnia.ca

Three Packages available – Please Select



Carpenters' Local 1256 Tall Ships Celebration Power by Imperial Oil - August 10-11 – Saturday and Sunday 2019 10 a.m. to 6 p.m.

Price for 2 days

Regular (10'x10'): \$350

Large: (10'x20'): \$450

ARTZscape by the Bay - August 10-11 - Saturday 9 a.m. to 6 p.m. and Sunday 9 a.m. to 4 p.m.

Price for 2 days

Regular (10'x10'): \$350

Large: (10'x20'): \$450

** If you are an artist looking for vendor space for ARTZscape, please contact Sandi Grimshaw, Event Chair at ARTZscapeinfo@gmail.com for special pricing



Bluewater Borderfest - August 8 -11, 2019 Thursday to Sunday 6 p.m. to 10 p.m.

Prices for 4 days

Regular (10'x10'): \$500

Large: (10'x20'): \$600

If you choose to have multiple vendor locations you will receive a 25% off your total

CONCESSION/VENDOR INFORMATION: (Please complete all information)

| | | | |
|---------------------|-------|---------------|--|
| Group/Company Name: | | Contact Name: | |
| Address: | Prov: | Postal: | |
| Phone Home: | Work: | Cell: | |
| E-mail: | | Web site: | |

Set-up Times for Vendors:

Tall Ships Celebration
Before/By 9:30AM (Set-Up Begins at 8:00AM)

Takedown: **After 6:00PM on Sunday**

ARTZscape by the Bay
Before/By 8:30AM (Set-Up Begins at 7:00AM)

Takedown: **After 4:00PM on Sunday**

Bluewater Borderfest
Before/By 5:00PM (Set-Up Begins at 3:00PM)

Takedown: **After 10:00PM on Sunday**

CONCESSION/VENDOR DESCRIPTION/TYPE OF FOOD: (Please be specific)

CONCESSION REQUIREMENTS AND FEES: (Please complete all information)

1. **Type:**

Booth

Mobile Vehicle

Other

2. **Space Required:** (feet)

3. **Hydro:** (If, yes please complete Power Requirement Form) YES NO

4. **Location of Concession Area:** Please Select which events you are requesting vendor space

1. Sarnia Tall Ships Celebration

2. Sarnia ARTZscape

3. Bluewater Borderfest

OFFICE USE ONLY

| Event Name | Amount | Date Paid | Staff Initial/Approval |
|---|--------|-----------|------------------------|
| | | | |
| | | | |
| | | | |
| Multiple Vendor Locations 25 % off | | | |
| Total | | | |

Once your application has been received a representative from each of the events will contact you directly to approve your application and may acquire additional information. Once again thank you for your interest and we will contact you shortly. Thank you for your patience.

Concession Fees: Paid in full upon application approval. Fees are **NON REFUNDABLE** after vendor has been approved

Once approved, cheques will be payable to;

Tall Ships Celebration – Make Cheques Payable to City of Sarnia c/o Tall Ships Celebration

ARTZscape by the Bay – Make Cheques payable to Pathways Health Center for Children

Bluewater Borderfest – Please make cheques payable to PM Entertainment Group

No post-dated cheques please – they will not be accepted.

Food Vendors must complete Food Safety Vendor Forms (Community Health Services and Sarnia Fire Services) must also be completed, signed and submitted to Parks & Recreation. Forms are available through Rachel Veilleux - rachel.veilleux@sarnia.ca .

CONCESSION RULES AND REGULATIONS

1. **All** Vendors shall comply with all applicable laws, by-laws, City of Sarnia policies and rules, including but not limited to Lambton County Community Health Services Department health laws that pertain to food storage, preparation and distribution, and City Fire and Safety regulations.
2. Applicable Vendor forms and Fire Department Vendor Forms will be supplied by Parks & Recreation Office, and must be completed and submitted to the Parks and Recreation Office. These forms will be forwarded to Lambton Public Health and Fire Services for processing.
3. Only **ONE** booth, company or organization per agreed space. Concessionaires are restricted to selling prior approved concessions in their assigned areas.
4. The Vendor is restricted to only the time, date and location as herein specified, and may not be changed, altered or added to except on further written agreement between the concessionaire and the City of Sarnia staff or applicable event host.
5. Only **ONE** vehicle per CONCESSION AREA is allowed. Arrangements should be made with City Staff to park vehicles in a convenient location away from extremely trafficked event areas.
6. Portable generators must be approved by the Electrical Safety Authority. Vendors shall supply your own extension cords.
7. No Tent pegs allowed in the Borderfest event footprint. In the rest of Centennial Park, tent pegs should not go into the ground deeper than 6 inches. Sand bags or water barrels preferred.
8. **All** Vendors must carry their own liability insurance for 2 million insurance, naming The Corporation of the City of Sarnia, PM Entertainment (Bluewater Borderfest) and Pathways Health Centre for Children (ARTZscape) as additional insured. **If Serving Alcohol, \$5 million liability insurance required.** The Vendor will provide the City with evidence of the required insurance 30 days prior to the commencement of this event in form of a completed Certificate of Insurance acceptable to the City.
9. The Vendor hereby indemnifies and saves the City harmless from and against any claims including, but not limited to, personal injury, bodily injury, death, property damage, or nuisance, arising from its performance or non-performance of this project, except to the extent to which such claim is caused or contributed to by the Sarnia or its agents.
10. There are a limited number of spaces available. Being a vendor one year does not guarantee a space the following year. Public service announcements will be made to inform the public that application forms are available. The Committee reserves the right to reject any applications.
11. The concession fee is to be paid 30 days prior to the event.
12. Vendors allow the City to publish their attendance in any promotional material leading to the event.
13. The City reserves the right to terminate this agreement for any reason, including the right to immediately terminate your concession should an individual or group participating in the activity violate the conditions stated on this form.

I/we have completed the **Concession Application Form** and understand that the City of Sarnia, The Tall Ships Celebration, PM Entertainment (Bluewater Borderfest) and Pathways Health Centre for Children (ARTZscape) or any member or associate thereof, cannot be held responsible for any damage or liabilities incurred on any concession area.

I have read, understand, and am in agreement with the contained herein.

Signature Permit Holder/Adult 18 yrs or older

Signature of Parks and Recreation Designate