

North Dundas Parade of Lights Vendor & Trade Fair 2019 Application Form

Date: Saturday, December 7, 2019

Location: Joel Steele Community Centre (upstairs at the Winchester Arena, 577 Main St., Winchester, Ontario)

Time: 9:00 am–4:00 pm

Set-up Time: 7:00–9:00 am

Tear Down Time: 4:00–5:00 pm

Please share our event with your friends, family and client lists. This event is well promoted through local media; however, we encourage you to 'like' our Facebook Page and refer to our website for news and updates.

www.facebook.com/NorthDundasParadeOfLights • northdundasparadeoflights.ca

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We, the undersigned, hereinafter referred to as exhibitors; do hereby submit our application for the reservation of a one-table display space (unless otherwise stated and paid for) as an exhibitor in the North Dundas Parade of Lights Vendor & Trade Fair. Exhibitors will be subject to all terms, conditions and regulations governing the fair and its production as set forth on the attached portion of the contract.

Name: _____

Company Name: _____

Address: _____ City: _____ Postal Code: _____

Phone: _____

E-Mail: _____

Website: _____

Type of merchandise:

Special Requests:

Power outlet required: Yes

No

North Dundas Parade of Lights Vendor & Trade Fair 2019

Exhibitor Fee: \$15 per table. Includes one table and chairs. Additional tables may be rented. Vendors are not permitted to bring their own tables.

Number of Tables: _____ x \$ 15 = _____

Total: \$ _____.00

Registration fees are payable by cheque or e-transfer to martha6789@gmail.com. Please make cheques **payable to the North Dundas Parade of Lights**. Applications and full payment are due Friday, November 29, 2019 (this includes all applications sent by mail). Any cheques returned by your bank will cause your acceptance to be null and void. Please see rules and requests. If you have any questions or concerns, please email martha6789@gmail.com.

Please mail application & payment to:

Martha Malatesta
1372 Old Carriage Lane
Winchester, Ontario
K0C 2K0

Rules & Regulations

1. Exhibitors must supply their own display items, power cords, cash box, float, and other tools, equipment, and supplies required for the duration of the event. TABLES AND CHAIRS WILL BE PROVIDED.
2. Merchants are responsible for keeping their area clean during and after the event. GARBAGE CANS WILL BE PROVIDED.
3. All merchants must be completely set up by 8:45 am.
4. Sale permits and collection of all appropriate sales taxes are the sole responsibility of the exhibitor. You are responsible for your own charge card services.
5. Exhibitors are expected to participate for the duration of the event, unless otherwise informed by the vendor fair coordinator, Martha Malatesta.
6. You are responsible for all necessary personal supplies that you need at your display area. Examples of items that you may need include beverages, food, first-aid supplies, etc.
7. You are displaying at a family event and must conduct yourself appropriately. Under no circumstances will profane language, inappropriate behavior or attitudes be tolerated, or you will be asked to leave the event and your participation in future events will be thoroughly evaluated.
8. All exhibitor tables will be set up by the Winchester Community Centre staff on the day of the event and are therefore not the responsibility of the exhibitors. Each exhibitor will be granted a space of one table (unless the exhibitor requests otherwise and payment is received). Table sizes will range between 6 feet and 8 feet, but unfortunately no preference can be accommodated. Additional chairs will be available if required.
9. The North Dundas Parade of Lights Committee cannot be held responsible nor guarantee the products sold by individual vendors or the volunteer-run canteen.

I have read the above and agree to all terms and conditions.

Name of Applicant (Please Print): _____

Signature of Applicant: _____

Dated: _____

Photo/Video Release Form

The Township of North Dundas appreciates having photos to use in our publications and presentations.

In the past, photos have been used for such things as brochures, posters, publications, newsletters, newspaper ads & articles, funding presentations, web sites, and other Township of North Dundas advertising and promotions.

We would appreciate your permission to use any images of you/your dependent(s), captured through video, photo and digital camera, to be used solely for the purposes of Township of North Dundas promotional material and publications, and ask that you waive all rights of compensation or ownership thereto.

Name of person in image (please print): _____

Name of parent/guardian (if under 18 yrs.) (Please print): _____

Phone number: _____

Signature (if the release is for a person 18 years of age or younger, a parent or guardian must sign):
