

Vendor License Agreement

Tottenham Bluegrass Festival
Simcoe County Bluegrass & Old Tyme Music Association
June 15-17, 2018

This Agreement, if accepted, authorizes you to operate a concession at the Tottenham Bluegrass Festival for a one-time, non-refundable fee. The License Fee permits two (2) employees' entry at the gate unless previous arrangements have been made. All applications with supporting documents and full payment shall be submitted by March 31, 2018. Applicants with full advance payment are given first consideration.

Vendor Information

Name of Business:
Address of Business:
Business Number: Cell:
Contact Person: Email:

License Fees (15 amp hydro Included, additional charge for 30 amp)

Please pay according to the size you require. If you are a crafter and need more space, you will be required to purchase a Concession License. Camping is not guaranteed near your vendor site.

Hydro Required: Camping Required: Is your vehicle part of your booth?
15 amp Tent Yes
30 amp (+\$30) RV/Camper No
No camping

Full Food License: \$485.00 (Includes a 20' x 30' space)
Concession License: \$285.00 (Includes a 10' x 20' space)
Crafters/Artisan License: \$240.00 (includes a 10' x 10' space)
Additional Hydro: \$30.00 (for additional 30 amp)
Price for additional staff: \$17.50 (per person)
Additional staff names:

Total Payment Enclosed: \$ Please make cheques payable to Simcoe County Bluegrass

Garbage Deposit (refundable): \$100.00 (Please issue separate cheque)

Proof of Insurance Provided? Yes No

Description of ALL products being sold:

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I have read and understand the Terms and Agreement Yes No

Preferred Day and Time of Set Up:

Thursday 12pm-4pm

Thursday 4pm-8pm

Friday 9am-noon

Are you interested in providing gift cards (max 10)/discounts to our VIP members? Y N

Method of Payment:

Visa

Name on Card: _____

Mastercard

Card Number: _____

Cheque

Expiration date (MM/YY): ____ / ____

Cash

CVV: _____

Authorized Signature: _____

Terms & Conditions

1. The TBF organizers reserve the right to restrict the type and number of concessions. Applicants with full payment are given first consideration. The vendors will advise in writing (**by March 31st, 2018**) if they require any special needs or requests
2. Vendors may only sell those products listed on the application form and as determined by the festival. The TBF organizers reserve the right to enforce the vendors' product lists. Failure to comply will result in vendor being asked to vacate the premise, forfeit all fees, and future eligibility to the festival.
3. The TBF organizers reserve the right to assign vendors to designated areas, and occupancy and use shall be confined to that designated area.
4. The TBF organizers shall provide the vendor with a map of sites available, and date and time of setup for the appropriate sites upon final approval of this Agreement. Vendors agree to arrive on their appropriate setup date and time as outlined in the final approval of this Agreement. Vendors will forfeit their spot on late arrival.
5. **Vendors must be fully operational by 4:00pm on the first day of the Festival, and under no conditions shall the site be dismantled before 3:00pm on the final day of the Festival. Non-compliance shall result in ineligibility for vendor space in future festivals.**
6. Vendors are expected to provide their own tents, booths, trailers, chairs, and/or tables. Vendors are also responsible for all necessary electrical equipment including, but not limited to extension cords, and proper certification as they are not provided. You are free to be as creative as you wish within your space, but must contend with the elements of the weather. The TBF is not responsible for losses due to weather.
7. Vendors shall be responsible for leaving the area in a neat and tidy condition; failure to comply with the clean site rule will result in the forfeiture of the deposit as damages.
8. The TBF organizers reserve the right to terminate this agreement at any time during the course of the Festival in the event the vendor fails to operate in a safe and business like manner or fails to comply with the guidelines of the Festival and the Ministry of Health or other provincial and federal laws.

54 Queen Street South, PO Box 922, Tottenham ON, L0G 1W0

Phone: 647-209-2593

Fax: 905-936-4664

admin@tottenhambluegrass.ca

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9. All concession fees shall be fully paid prior to set up. Vendors shall check in with TBF organizers prior to set up. If staff name is not on the vendor list prior to the beginning of the festival, full price will be charged for their admission. Wristbands must be worn at all times; no exceptions. Full admission price will be charged for replacement of wristbands.
10. The TBF operators assume no responsibility for any persons, goods, or equipment owned by the vendors or staff. Further, by signing this Agreement, the vendor agrees to waive any claim or liability against the TBF organizers for any cause whatsoever and this shall constitute due notice that the vendor assumes all risks and liabilities arising out of their participation in the Tottenham Bluegrass Festival.
11. Each vendor will receive 1 parking spot designated by the Festival outside of the gated area. Special parking requirements will be managed on an individual basis. Vehicles will be allowed to unload/load on festival days before 10am and after 11pm. All vehicles must be out of the festival area no later than 10am during festival hours.
12. The vendors shall supply the following with their application:
- Third party liability insurance no less than \$2 000 000.00
 - Special Occasion Food Permit (Simcoe District Health Unit)
 - Electrical sticker and certification (Ontario Electrical Safety Certificate)
- If documents of insurance and food permit are not provided, vendor will not be granted access to the festival grounds. It is the vendor's responsibility to contact Simcoe District Health Unit (Cookstown): 704-458-1103 OR 705-458-0105**
13. Any personal information that the Simcoe County Bluegrass & Old Tyme Music Association (SCBOTM) retains is kept in such a manner as to ensure its security and confidentiality at all times. The SCBOTM will only use this source of information as a reference to inform those vendors of future organized events that may be interest to the vendor there in participating. The SCBOTM does not sell or trade any personal information with third parties.

Dated at _____ this _____ day of _____, 2018.

Vendor Name: _____

Vendor Signature: _____

Confirmation Documentation

Following acceptance of your application, you will be provided with a letter outlining details to assist you when you arrive at the festival.