

TERMS AND CONDITIONS FOR VENDORS

2012 BWG CARROT FEST

1. Vendors may begin setting up at 7:00am on Saturday August 18th. All vehicles must be out of the festival area by 8:00am. Teardown only after 6:00pm. No vehicles will be allowed into the festival area until 6:00pm.
2. Each booth area is 10 feet by 10 feet in size. You may purchase additional booths, but are restricted to maintaining an extension of 10 feet from the curb (eg. 10 x 20, 10 x 30, 10 x 40). You are responsible to bring anything you may require for your booth, including a tent, table, etc. All booths are expected to have a trash receptacle and ensure that it is disposed of before leaving the festival. **We do not provide you with access to power.** If you have a generator, you **MUST** note that on the application form. **Each food vendor will be required to sell one carrot related food item.**
3. The Festival Committee reserves the right to refuse the sale of certain products at any time and to limit the number of exhibitors in any one category (Category Examples: food vendor, retail vendor, service business, community group, entertainment). Your application will be reviewed and you will receive confirmation in writing. This confirmation will include your booth location, a list of the items that will be provided/sold at your booth, and final festival details.
4. There will be **No Exclusivity Rights** for any one vendor and spaces will be assigned by the Leisure Services Department on a **first come, first serve, basis.**
5. No aggressive sales will be permitted. Ambush marketing strategies are strictly prohibited.
6. We will attempt to consider special requests if indicated on the application form; however, once the festival opens, **BOOTH LOCATION IS FINAL.**
7. Carrot Fest is continually undergoing improvements and we cannot guarantee previous site locations.
8. Payment is required with application submission. If we do not receive payment, or the application is incomplete, you will not be notified and your application will not be processed.
9. Carrot Fest is a rain or shine event. Please plan accordingly. Refunds will not be issued due to inclement weather.
10. Parking is available on streets and parking lots outside of the festival area. It is the vendor's responsibility to find adequate parking.
11. No fireworks, weapons or illegal substances are allowed on the grounds.
12. All items for sale need to be kept inside the designated booth space and you cannot display outside the purchased space.
13. Please check our website for additional information and ongoing updates www.carrotfest.ca.
14. If you have any questions, please contact us via email at: info@carrotfest.ca.
15. **INSURANCE REQUIREMENTS FOR ACTIVE VENDORS (BOUNCY CASTLES, DUNK TANKS, ETC):** Vendor will provided public liability and property damage insurance naming Town of Bradford West Gwillimbury as co-insured in an amount not less than one million dollars (\$1,000,000) per occurrence, one million dollars (\$1,000,000) aggregate. Vendor is solely responsible for any personal property at all times.
- 15 A). **INDEMNIFICATION:** Contractor agrees, by accepting this agreement, regardless of coverage under any insurance policy, to pay all costs necessary to indemnify, defend and hold Town of Bradford West Gwillimbury and it agents (as applicable) harmless from all claims, demands, actions, attorney's fees, cost and expenses based on or arising out of any acts, errors, omissions, fault, or negligence of the contractor or its principals, employees, subcontractors or other agents while performing services under this contract.

15 B). **INSURANCE COVERAGE: Active vendor will provide public liability and property damage insurance**

Company Name: _____
Contact Name: _____
Mailing Address: _____
City, Province & Postal Code: _____

OPEN TO LOCAL BUSINESSES FIRST UNTIL FEBRUARY 15, 2012!

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Please indicate by signing below that you have read and understood these rules and regulations and agree to abide by them at the 2012 Carrot Fest.

Signature

Date

Please note the Notice of Collection of Personal Information under the MFIPPA Section 29(2). The personal information collected on this form is collected under the authority of Municipal Act, 2001, and By-Law #2005-3. The information will be used for the purposes of the Carrot Fest Vendor Application Form. Questions with respect to this collection should be addressed to Manager of Recreation, of the Town of Bradford West Gwillimbury's Leisure Services, 125 Simcoe Road, P.O. Box 251, Bradford, ON L3Z 2A8, Telephone 905-775-5359, ext. 5101, Fax 905-775-6873.

OFFICE USE:

Date Received: _____

Amount: _____

Booth Space Assigned: _____