

Merchandise Vendor Application Form

Tall Ships Festival Kingsville 2019

August 16-18

The Tall Ships Festival Kingsville Committee thanks all vendor applicants in advance. Please complete this application in full. Acceptance as a vendor will be verified when conditions including payment and a Certificate of Insurance are provided to the Town of Kingsville.

The planning committee of the Tall Ships Festival Kingsville reserves the right to limit the number of vendors attending the event and the types of items sold. Preference will be given to vendors that design, manufacture and sell items that are local, unique, nautical in nature are interesting and have value to our visitors.

Vendors are required to apply to the vendor committee using this application form.

Deadline for applications is August 1, 2019. Vendors wishing to withdraw from the event after applications have been approved must do so no later than July 15, 2019 for refund.

The rental space for all vendors will include two weekend admission passes. Additional passes will be sold at the set rate of \$15 for a daily pass or \$28 for a weekend pass.

Vendors are required to stay for the entire event, rain or shine.

Cash floats and small change is the responsibility of the vendor to arrange and manage.

Vendors must provide their own tables, table coverings, decoration, and sun and rain protection. Due to the nature of the Dock hydro cannot be provided to vendors for safety purposes.

Dangerous, hazardous or illegal items are NOT allowed on the dock. Further as this is an event of "Marine Significance" Transport Canada requires that all vendors, guests, and crew are subject to a cursory bag check each time they enter the dock.

Vehicles are only permitted on the dock for unloading and loading, with direction and accompaniment of a volunteer. Unloading will be facilitated from 8:00 am until 12:00 PM Friday, August 16 2019 . Loading will take place after 9:00PM Sunday August 18. Parking for vendors will be provided at one of our parking locations located within walking distance of the dock. Overnight security is provided on the dock on Friday and Saturday night.

The Town of Kingsville prohibits smoking of any substances in all parks and facilities.

Vendor Fees

Each ten foot by ten foot vendor space (or larger)\$100.00 plus HST of \$13.00 Larger areas than ten foot by ten foot may be available on request . The committee will attempt to accommodate all requests. Please indicate the size of area required if larger than ten foot by ten foot in your business description.

Payment Options

Payment can be made by cheque, credit card, debit or cash. U.S Vendor fees must be paid using a money order in Canadian Funds. On line payments are by credit card only. For cash, debit and cheque please contact the Kingsville Arena at 519-733-2123 for assistance or please print off this form, complete it and bring it with your payment to the Kingsville Arena with you certificate of insurance. You can also purchase your insurance at the arena at the time of payment

Paying by cheque: Please make cheque payable to: The Town of Kingsville

Insurance

All vendors must provide a certificate of insurance naming The Town of Kingsville, as also insured in an amount of no less than 2 million dollars prior to final approval. If you do not have insurance, it can be purchased through the Town of Kingsville at a cost \$27.00 (including HST) as an option on the application form. Your Certificate of Insurance must be included with your application. If applying on-line it can be faxed to The Town of Kingsville at 519-733-2866 or scanned and emailed to mdurocher@kingsville.ca.

If applying in person please sign and return the entire application along with the payment and certificate of insurance to:

Kingsville Parks and Recreation

1741 Jasperson Lane

Kingsville ON N9Y 3J4

Business Name: *

Contact Person (First and Last Name): *

Full Mailing Address: *

Phone Number: *

Email Address: *

Do you need to purchase insurance through the Town of Kingsville at a cost of \$27.00 (including HST) *

Brief Description of your Business *

Waiver:

I have read, understand and agree to abide by the terms, including all municipal by-laws and regulations in effect as a condition of being accepted as a vendor at the Tall Ships Festival Kingsville. I hereby for myself, my heirs, executors, and assigns waive and release any and all rights and claims I may have for damages against the Town of Kingsville, its agents or representatives for any injuries which may be suffered by me during the Festival sponsored by the Town of Kingsville

Signature: *

Date this form was completed: *