



Vendor’s Application – Summerfest 2024

Saturday, July 20th 10am-6pm

c/o Township of Lucan Biddulph

270 Main St., P.O. Box 190 Lucan, ON N0M 2J0

ldeboer@lucanbiddulph.on.ca

Event Location: Lucan Biddulph Community Memorial Centre

APPLICATIONS ARE ACCEPTED ON A FIRST-COME, FIRST-SERVED BASIS

NO APPLICATIONS WILL BE ACCEPTED AFTER July 4th, 2024

This is an outdoor event (rain or shine).

Name of Business: _____ Contact Name: _____

Address: _____ City: _____ Postal: _____

Phone Number: _____ Email Address: _____

Describe Merchandise or Food: _____

Cheques are to be made out to: Township of Lucan Biddulph or payments can be made via etransfer at: finance@lucanbiddulph.on.ca

Type of Space Requested:	FEE:	Space (s) Requested:
Merchandise Vendor (Per location) (10 by 10 ft space)	\$65	
Merchandise Vendor (Per location) (10 by 20 ft space)	\$80	
Merchandise Vendor (Per location) (10 by 30 ft space)	\$100	
Mobile Food Premise – Food Vendor (Health Inspection Required) (Insurance Required)(10 by 10 ft space) * Must complete MLHU Form with application	\$75	
Mobile Food Premise – Food Vendor (Health Inspection Required) (Insurance Required)(10 by	\$125	

20 ft space) * Must complete MLHU Form with application		
Mobile Food Premise – Food Vendor (Health Inspection Required) (Insurance Required)(10 by 30 ft space) * Must complete MLHU Form with application	\$175	

IMPORTANT INFORMATION:

FOOD VENDORS: *You must provide detail of the product or service that you will be selling. If you are selling food products, please fill out the accompanying form and return it with this application. Due to MLHU rules, vendors are not permitted to sell food unless the following form has been filled out at least 14 days prior to the event.*

PARKING: *Parking for all vendors is free of charge; however you will be asked to park off-site. Please be prepared to unload your vehicle and move it off site.*

SET-UP: *You will be assigned a setup time based on your location. Setup begins at 9am on Saturday, July 20th, 2024. We will allot space as applications are received.*

HYDRO/WATER: *Are not supplied, you must bring your own. Generators may be used, but must be quiet (Honda Style) and have enough amperage to service your booth.*

THIS EVENT IS RAIN OR SHINE – NO REFUNDS.

Vendor Agreement 2024

The undersigned parties: the concession operator, hereinafter referred to as the VENDOR, and the Township of Lucan Biddulph, hereinafter referred to as the TOWNSHIP, do agree as follows:

1. That the TOWNSHIP is in charge of the site and the festivities within.
2. All electrical requirements must be provided by the VENDOR. Generators must be quiet (Honda Style) and have enough amperage for service for your booth. VENDORS with food trucks must have the trucks CSA certified and have a valid TSSA inspection report.
3. The VENDOR shall procure and provide at his own expense, the necessary insurance, and all other licenses for the purposes of carrying out the provisions of this contract.
4. Vendors minimum hours of operation are Saturday 11am-6pm and **agree to stay for the full time of the show.** **Vendors are required to begin setting up at 9:00am on this date.** You will receive a form with setup, parking and location information once your application is received and approved.
5. The VENDOR releases the TOWNSHIP of all liability of any and all bodily injury which may be sustained by the VENDOR or any of its workers. All HAZARDOUS FOOD VENDORS must provide to the TOWNSHIP a certificate of insurance. The certificate must provide General Liability insurance in a minimum amount of \$2,000,000 naming the TOWNSHIP as an Additional Insured.
- 6. POWER AND WATER ARE NOT AVAILABLE ON SITE. PLEASE SUPPLY YOUR OWN.**
- 7. The VENDOR shall remove all structure/ booths/ vehicles/ items from the show area by 76:00 PM on July 20, 2024.**
8. FOOD VENDORS are required to use grease traps.
9. NO alcoholic beverages shall be consumed, dispensed from, or sold from any concession operating during the event.
10. Compliance with both Provincial and Federal Sales Tax Regulations is the responsibility of the individual VENDOR.
11. FOOD VENDORS: At least one person on site must have completed and hold a valid 'Safe Food Handlers Course'
12. All food vendors are required to provide one 5 lb fire extinguisher for their booth, and are responsible for complying with local building, fire, health codes, regulations and licensing. Food truck vendors must have had their fire equipment inspected within the last 12 months and must have a proper fire suppression system if needed and proper K class extinguisher.

13. The VENDOR will obtain prior approval from the TOWNSHIP for all items that they intend to sell. Any permits relating to the item you are selling are the responsibility of the VENDOR. The TOWNSHIP reserves the right to fix the location from which the VENDOR shall operate.

14. The FOOD VENDORS shall complete a 'Special Events Food Vendor Form' from the MLHU and submit it with this agreement.

15. The deadline for this form is **July 4th, 2024. Spaces are on a first-come, first-served basis.**

I have read the rules and responsibilities and I agree to comply with same.

VENDOR SIGNATURE:

DATE: