



## FESTIVALS NOT FOR PROFIT-ORGANIZATION REGISTRATION FORM & CONTRACT 2019

*Please fill out a separate registration for each event*

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| <input type="checkbox"/> Winter Carnival - Feb. 23<br><input type="checkbox"/> Canada Day – July 1<br><input type="checkbox"/> Other | <input type="checkbox"/> Fall Festival – Oct. 5<br><input type="checkbox"/> Community Days – July 13<br><input type="checkbox"/> Parking on Woodward – July 14 |
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Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Cell Phone Number: \_\_\_\_\_ E-mail Address \_\_\_\_\_

Description of booth, information, activities for event

	# Required	Total
Not-for-Profit Information and Free Interactive Activity booth 12'X12'	<input type="checkbox"/> No Fee	
Not-for-Profit Information and Free Interactive Activity booth Kid Zone 12'X12"	<input type="checkbox"/> No Fee	
Not-For-Profit Information Booth 12'X12'	<input type="checkbox"/> @ \$15	
Table	<input type="checkbox"/> @ \$15	
Chair	<input type="checkbox"/> @ \$2	
Power (limited spaces available)	<input type="checkbox"/> @ \$15	
<b>Total Fee Due</b>		<b>\$</b>
Temporary Food Permit from APH (if required) <input type="checkbox"/>		

**The Town of Blind River is not liable for any damages, lost or stolen articles.**

**Organizations will not be permitted on site prior to making full payment, as well as submitting a copy of a Temporary Food Permit from Algoma Public Health for the dates of the event.**

*I have read and agree with the conditions attached.*

Name (please print)	Signature	Date
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## Not For Profit-Organization- TERMS & CONDITIONS

By signing the VENDOR REGISTRATION FORM, vendors agree to the following terms and conditions.

“**Event**” refers to the 2019 Event checked on the Registration Form.

“**Organization**” refers to the registered Non-For-Profit or organization renting Vendor Space from the Town of Blind River.

“**Event Organizer**” refers to the Corporation of the Town of Blind River, Community Engagement Coordinator or a designate.

“**Vendor Space**” refers to the parcel designated by this contract for use by the Organization.

“**Event Site**” refers to the physical area under direct responsibility of the Event Organizer for the purpose of the event.

1. The event hours are approximately:

Event	Event Site	Dates	Time
Winter Carnival	Community Centre	February 23	11:00 am – 4:00 pm
Canada Day	Marine Park	July 1	12:00 pm – 4:00 pm
Community Days	Town Park	July 13	12:00 pm – 6:00 pm
Community Days Kid Zone	Town Park	July 13	12:00 pm – 6:00 pm
Parking On Woodward	Main Street	July 14	11:00 am – 4:00 pm
Fall Fair	Main Street	October 5	11:00 am – 3:00 pm
Santa Claus Parade	Town Park	November 15	6:30 pm – 9:30 pm

As noted, these times are approximate and may vary depending on a number of circumstances.

2. Set up can begin two hours before the event start time. If an Organization requires additional set up time they must contact the Event Organizer to make arrangements. Organization must be ready for operation thirty minutes before the event start time. Organization are not permitted to tear down and vacate the site prior to the end of the event unless otherwise stated. Space will be designated by the Event Organizer and vendors are not to deviate from the assigned sites.
3. The organizer has made every effort to attract participants and spectators to the event but does not guarantee attendance numbers.
4. This event is weather dependent. Cancellation of the event for any reason will not result in a refund of the Registration fee or any remuneration whatsoever from the organizer.
5. The organizer provides a vendor permit as part of the fee paid. The Organization must pay all applicable fees and be in compliance with all municipal and provincial regulations including but not limited to, Refreshment Vehicle Bylaw and must meet Algoma Public Health requirements. **The Organization must provide proof of compliance for required permits when requested by the Event Organizer.** Should the vendor be closed for any reason, the vendor fee will not be repaid.
6. Organizations are supplied with space and additional items that are noted on the Vendor Registration form. All fees must be paid.
7. Generators must have a Db rating no higher than 75 Db as per the manufacturer’s specifications for the unit being used. If the unit is not operating at a higher Db due to operating issues, the organizer may remove the generator from the site and is not required to replace it or compensate the Organization for doing so.
8. Organization may set up within their designated area only. Designated areas will be laid out by the organizer. The organizer has final say on any vendor space related issues and failure to comply with the organizer may lead to removal from the event without refund of Registration fees.

9. Organizations are responsible for disposing of the Garbage they produce. Containers are on site and are emptied on a continuous basis so there is to be **no garbage left upon departure (charges may apply if garbage left on site).**
10. The organizer reserves the right to remove any item from sale that, in the organizer's opinion, poses a safety threat, is offensive or is generally undesirable as part of the event. Such decisions may be made at any time prior to and during the event.
11. The organizer has the right to require the removal of any display items that the organizer feels is offensive or conflicts with event sponsors and advertisers or is promotional in nature and should require an advertising or sponsorship fee.
12. The organizer shall have final say in all issues and has authority to act as the organizer deems appropriate for the benefit of the event.
13. Organizations must submit a Vendor Registration Form for acceptance by the Event Organizer. Not all applications will necessarily be accepted. Once approved, the Organization will submit a signed Vendor Space Contract along with **three weeks prior to the event** in the form of cash or cheque. payable to:

**The Corporation of the Town of Blind River**  
**Attn: Festivals Department**  
 11 Hudson St, PO Box 640  
 Blind River, ON  
 P0R 1B0

Phone Number: (705) 356-2251 ext 222  
 Cell Number: (705) 227-8738

14. The Organization agrees to comply with this contract and agrees that the **fee is non-refundable.**
15. **The Corporation of the Town of Blind River** in not liable for any damages, lost or stolen articles.

***FOR OFFICE USE ONLY***

**Business Organization:** \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_

**Space Size:** \_\_\_\_\_ **Space Number:** \_\_\_\_\_

**Payment Amount: \$** \_\_\_\_\_ **Method of Payment:** \_\_\_\_\_

**Date Received:** \_\_\_\_\_

\_\_\_\_\_  
 Community Engagement Coordinator  
 Town of Blind River

\_\_\_\_\_  
 Organization  
 Authorized Representative