

Caledon Day

Caledon's premier all ages event

SATURDAY,
JUNE 15, 2019
2 - 11 P.M.

Caledon Civic Campus, 6311 Old Church Rd., Caledon East

FREE ADMISSION

Vendor Application

Deadline: Friday, May 17, 2019

Organization/company name:

Contact name:

E-mail address:

Daytime phone:

Alternate phone:

Street address:

Town/City:

Postal code:

Vendor type:

- Food
- Product
- Service

Please provide a list of products or services being offered along with unit prices. Attach a separate sheet if required.

Payment Information

- Cash
- Cheque

Cheque Number:

Please make your cheque payable to "Town of Caledon" and mail it and your completed application to:

- Credit Card: For credit card payments please call Darlene at 905.584.2272 x. 4801.

Town of Caledon
attn: Caledon Day
6311 Old Church Road
Caledon ON L7C 1J6

Vendors: 1. Select your space

Product or Service Vendor (Caledon Day only)

Non-profit: 10' x 10' (100 sq. ft.)	\$100
Commercial: 10' x 10' (100 sq. ft.)	\$150
Commercial: 10' x 20' (200 sq. ft.)	\$250
Commercial: 20' x 25' (500 sq. ft.)	\$500

NEW **THIS YEAR** Artisan Pop-Up Market

Located inside the Caledon East Arena, to be considered for the Artisan Pop-Up Market, you **MUST** be a small or micro business with a unique focus (food, product or service). Select Artisan Pop-Up Market and the vendor size above (100, 200 or 500 sq. ft.). Non-profit rates do not apply.

Food Vendors

1. Select day:	JUN 14	JUN 15	Both days
2. Select space: (sqft)	1-day rate	2-day rate	
Tent 100	\$350	\$650	
Food Truck 200	\$500	\$800	
Food Truck 500	\$750	\$1,000	

Tent Weights

Tents must be secured by weights. Four (4) weights are needed to secure a standard 10' x 10' tent.

YES, I wish to purchase weights at \$5.00 per weight.

SUB-TOTAL: Weights (\$)

Other Information

Are you a mobile vendor (truck or trailer)? Yes No

Electricity may not be available. Will you be bringing a generator? Yes No

OFFICE USE ONLY

Date received: _____

Payment processed: _____

Payment type: _____

Date receipt sent: _____

CALEDON DAY 2019
VENDOR TERMS AND CONDITIONS

1. The Vendor must provide a valid Certificate of Insurance with a minimum of \$2,000,000 Commercial General Liability and adding The Corporation of the Town of Caledon (hereinafter referred to as “the Town”) as an additional insured. This certificate must be provided to the Town no later than May 31, 2019.
2. The vendor agrees to contain his/her presentation to within the contracted space only (hereinafter referred to as “the Space”).
3. The Town reserves the right to alter or change the Space assigned to a Vendor.
4. The Space contracted by the Vendor may not be sublet without the prior written permission of the Town. Failure to comply with this provision may lead to immediate termination of the Contract.
5. All vendors must be set up for the Saturday event by 1:30pm and remain on site until 8:00pm at the minimum.
6. All electrical wiring and outlets shall be at the Vendor’s expense. All operating electrical equipment used in the exhibit must have ESA field inspection approval and propane appliances must have a valid TSSA field inspection approval.
7. All food trucks/trailers must be Food Safety certified through the Region of Peel or other government bodies.
8. Any Vendor offering food items must review the Region of Peel Health regulations regarding Food Vendors at Special Events. Please visit <http://www.peelregion.ca/health/enviroNew/food/events.htm> for more information. All food vendors are subject to inspection by the Peel Region Health Department.
9. Vendors using cooking equipment must provide appropriate fire suppression suitable to the type of equipment being used.
10. Vendors must provide their own equipment such as tables, chairs, tent, etc.
11. Vendor spaces are located on pavement. Tents must be secured by the use of weights only. Spikes and water jugs will not be permitted to secure tents.
12. The Vendor may not distribute literature or promotional material other than from the Space contracted. No third party literature or promotional material may be distributed without the prior written consent of the Town.
13. Vendors are not permitted to bring alcohol into the event site.
14. To ensure environmental responsibility, all disposable containers and utensils must be compostable, biodegradable and/or recyclable. Vendors are requested to avoid the sale of bottled water.
15. Undue noise or unseemly methods of demonstration employed shall not be tolerated. Sound levels of radios, P.A. systems and all other sound amplification equipment must not interfere with other vendors or event patrons. The decision of what constitutes undue noise or unseemly methods shall rest with the Town whose decision shall be final.
16. The Town shall not be liable for any damage to or loss of any property brought into the Space by the vendor or its members, officers, employees, agents and contractors.
17. The vendor shall be responsible for any damage incurred to the Space or the Town property as a result of any act or omission of the vendor or its members, officers, employees, agents and contractors.
18. The vendor must use the parking areas where they are provided. Vehicles must not, in any circumstances, be driven onto walkways or grassed areas; except where it is required for the sole purpose of set-up, unloading and tear-down.
19. The vendor agrees to remove all materials, supplies and equipment within 24 hours of the end of the event or at the discretion of the Town. Failure to comply will result in the Town removing and disposing of any item at the expense of the vendor.
20. The sale of alcohol by a vendor is not permitted during Caledon Day, Saturday June 15, 2019. Cheers Caledon alcohol vendors must show proof of purchase for all product sold at the event.

21. The Vendor will be liable for and will indemnify and hold harmless the Town from any loss or damages whatsoever suffered by the Town as a result of any loss or damages whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, the Vendor, other Vendors, the Town, the owner of the premises and their respective agents, servants and employees and members of the public attending Caledon Day, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with the Vendor's occupancy of said space.
22. The Town reserves the right to cancel the Contract without notice or reimbursement should there be a breach of any conditions or regulations related to the use of the Space, or should the Town be of the opinion that the Space is not being used for the purpose specified on the Contract, or for emergency purposes, or if the use poses a safety risk or may in any way conflict with the policies or reputation of the Town. The Vendor agrees that upon such cancellation there will be no claim or right to any damages, or reimbursement on account of any loss, damage, or expense whatsoever.
23. The Vendor must notify the Town in writing two (2) weeks in advance of any cancellation. Failure to do so will result in forfeiture of the full amount paid to the Town.
24. The validity and interpretation of this Contract and of each clause and part hereof, shall be governed by the Laws of the Province of Ontario.
25. No candidate shall use the facilities, equipment, supplies, services, staff or other resources of the Town for any election campaign or campaign related activities, and no candidate shall undertake campaign-related activities on Town property.
26. The Artisan Pop-Up Market vendor program will be exclusively available to microbusinesses and small businesses that have a unique, one-of-a-kind, or handmade product, service or food offering. The Artisan Pop-Up Market will not accept vendor applications from multi-level marketing, network marketing, referral marketing, franchised businesses, or businesses based on reselling.
27. The Town of Caledon reserves the right to accept or refuse vendor applications, on the basis of similar product/service offerings.

I have read and understand the Region of Peel Inspection Guidelines for Food Vendors at a Special Event.

I have read and understand the Vendor Terms and Conditions for the Caledon Day 2019 Event.

Vendor Name: (Please Print)	
Signature:	Date: