

2017 NANAIMO BATHTUB STREET FAIR FOOD VENDOR APPLICATION

Please fill in all Vendor Information required and use the checklist below to ensure your application is complete. Read and agree to Terms and Conditions. Sign and send application with full payment to address below.

VENDOR INFORMATION

BUSINESS NAME: _____

ADDRESS: _____

POSTAL CODE: _____

CONTACT PERSON: _____

EMAIL ADDRESS: _____

WEBSITE: _____

PH: _____ FAX: _____ CELL: _____

EVENT DETAILS:

Friday July 21st 11:30 to 6 pm

Saturday July 22nd 10 am to 4 pm

Vendor locations may be on Commercial Street or Diana Krall Plaza

VENDOR FEE: \$100.00 plus GST per vendor booth per day (no power)

Please make cheque payable to Nanaimo Chamber of Commerce. Send payment to 2133 Bowen Rd Nanaimo, BC V9S 1H8. Inquiries: MemberServices@NanaimoChamber.bc.ca.

CHECKLIST- I have included with my application:

- Copy of a 'Permit to Operate' or 'Letter of Acceptance/Confirmation' issued from Vancouver Island Health Authority (VIHA)
- Copies of required Licenses
- List of Personnel – one parking spot per day
- Detailed list of products being sold
- Payment in full

TERMS AND CONDITIONS

Please carefully read the following and sign at the bottom. *Greater Nanaimo Chamber of Commerce (hereinafter called "the Chamber") acknowledges the following Terms and Conditions for applications made by vendors (hereinafter called "Vendor") to the Nanaimo Bathtub Street Fair.*

Application and Approval

1. Applications are considered on a first come, first served basis. While all applications are given equal consideration, the Chamber reserves the right to set criteria for acceptance and to refuse any application. Applications are considered accepted once the Chamber approves the application and has notified the Vendor.
2. **Payment in full** must be submitted with application. Applications without full payment will not be considered. Unsuccessful applicants will have full payment returned. No contract may be sub-leased.
3. List of Vendor personnel and detailed product list must be submitted with application.
4. Vendors must adhere to their submitted product list on the application and other products cannot be sold unless previously authorized by Chamber staff.
5. **Cancellation:** Any Vendor wishing to cancel an application must submit their request in writing no later than July 1. Upon approval of the Chamber, the Vendor would then receive a 50% refund on all monies paid. There will be no refunds for cancellations made after July 10.
6. **All Vendors agree to sell appropriate products that match the Nanaimo Bathtub Fair's non-alcoholic beverage sponsor (Pepsi).**

On-Site Set-up and Operation

7. The Chamber will make every effort to accommodate space needs, but reserves the right to determine/assign locations.
8. Vendors will be assigned an arrival and set-up time and are responsible for confirming arrival and set-up time with the Chamber staff. Set-up may be delayed for Vendors not on site by their scheduled arrival time. There will be no movement or vendor set-up during fair hours.
9. **No vendors will be allowed on-site before 8am Friday morning.** If you must arrive before then, please contact the Chamber staff. The vendor is responsible for his or her own setup, organization and facilities. All vendors must be fully setup by 10:00am Friday and 9:00am Saturday.
10. Vendors are responsible for waste management and disposal. Vendors must not cause or leave behind environmental damage.
11. Vendors must post price lists in plain sight for the public and supply all needed equipment (including tables and chairs).
12. Vendors must inform the vendor coordinator if there are any electrical challenges. Where necessary you will be required to unplug any electrical equipment until a solution can be found.

Legal Responsibility

1. Vendors must, at their own expense, procure and maintain all permits, insurance and licenses required to display or sell their products and comply with all laws and ordinances affecting the execution of their work. The Chamber reserves the right to confirm validity of all permits and licenses.
2. Vendors must provide proof of Comprehensive General Liability Insurance, either by way of a separate policy or by an endorsement to an existing policy, of not less than \$2 Million inclusive per occurrence for bodily injury, death and damage to property.

3. The registered vendor shall be responsible for all damages, claims, charges and injuries, including death, resulting from or arising in connection with the operation of or vandalism to the concession including all equipment, and agrees to indemnify and hold harmless the Nanaimo Chamber of Commerce and its members, organizers and staff from any such claims and charges including liability arising out of the concessionaires exhibit itself and the actions of the concessionaires employees and/or agents.
4. The Chamber will provide professional security overnight. However, the Chamber will not be responsible for any items at booths and shall not be responsible for individual booths whether the exhibitors booth is staffed and open to the public or not, and shall not in any event be responsible for care and control of the exhibitors equipment and property or the equipment and property of third parties used by the exhibitor, all of which is the sole responsibility of the exhibitor throughout the Bathtub Street Fair.
5. The Vendor declares that it is an independent contractor and it is solely responsible for all acts or omissions of persons who work in the concession. The Vendor agrees that it shall not hold itself out as representing the Chamber at any time, and shall not contract or incur debt in the name of the Chamber.
6. The Vendor shall be entitled to retain for its own use any profits derived from the concession and shall be responsible for the purchase of the concessions inventory of supplies as well as for operating losses, if any.

I agree to the Terms and Conditions as they appear in this document.

In consideration for the rights to operate a booth at the 2017 Nanaimo Bathtub Street Fair on July 21-22, 2017, the following business/group/person _____ agrees to pay the Nanaimo Chamber of Commerce the sum of \$ _____.

Name (Please print): _____

Signature: _____ Date: _____

For office use only				
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