



FOOD/CRAFT/TRADE VENDOR APPLICATION FORM

June 16,17 and 18 2017 - Downtown Steinbach

DEADLINE: April 10, 2017

Please fill out the following application form and submit it to the Summer in the City Festival.

Company Name: _____

Address: _____ City/Town: _____ Postal Code: _____

Contact Person: _____ Email: _____

Phone: home _____ cell _____ work _____

1) Booth Space Classification and Fees (Check One)

The fee listed covers **one** 10 ft. deep x 16 ft. wide space. Strict boundaries enforced. ****If additional footage is required, contact the vendor coordinator for your prorated fee.****

Please be accurate to include hitch, bumpers, tanks, awnings, storage units, generators, etc. in your total space.

Extra storage units, vehicles, etc. will be required to park in designated areas.

Oversized vendors not reported on application, will be relocated upon arrival and invoiced for extra space.

(Please note: if you have not accurately recorded your footage you may be denied access to the festival due to space limitation!)

Fire Code – All units must meet Provincial and City of Steinbach fire code standards.

Prices are based on three days, June 16, 17 and 18, 2017.

Please be prepared for all types of weather.

Not for Profit Organization- \$125

Food Vendor - \$375

Not for Profit Organization - Selling Food - \$175

Trade/Business Sales (imported items) - \$325

Crafter/Artisan Sales (homemade items) - \$150

2) A copy of your food vendor permit must accompany this application in order to complete the process.

3) Hydro Service – 120 Volt/15 Amp Only (Check one, **Limited Availability**) ****If you do not request Hydro, there will be no Hydro available to you on festival weekend. Vendors are encouraged to supply their own generators if possible.**

No Hydro – no fee

Hydro - \$75

***Summer in the City will not provide water or propane hook ups.**

4) Mobile Units

Do you serve from the driver's side _____ or passenger's side _____?

5) Product Information

Please provide a detailed list of the items that will be sold from your unit.

Booths must be open June 16, 17 and 18th 2017 from 11:00AM – 9:00PM minimum. Vendor may remain open until 11:00PM. Food vendors must be operational by **10:00AM for health inspection** on Friday, June 16, 2017. Failure to comply with these hours may jeopardize your acceptance into the 2017 festival.**



I (we) understand that the charge for space is \$_____ ; and the charge for hydro service is \$_____. Payment of \$_____ is enclosed. **Full payment is required** however this does not guarantee space. No cash please. **Cheque only**

I (we) understand that the Summer in the City Festival Committee reserves the right to accept or reject this application. If this application is rejected, payment will be refunded in full. Approved vendors will be notified by the vendor coordinator on or around April 24th 2017. There will be no refunds for cancelled space.

I (we) the undersigned agree to the terms and conditions to indemnify and save harmless the City of Steinbach, Summer in the City Festival, its committee, employees, volunteers, and agents from any and all claims for loss or injury to person or property howsoever caused arising out of the vendor's participation in the Steinbach Summer in the City Festival. Therefore, please arrange for your own insurance.

By signing, I/we agree to be bound by, comply with, and accept all of these terms and conditions as outlined on all three pages of this application.

By signing this application, the exhibitor agrees to allow their contact information to be released and used for advertising unless otherwise indicated.

____ No, I do not want to release my contact information.

Date: _____ Signature: _____

Accepted by: _____ Date Accepted: _____

Please send completed application form with full payment by April 10, 2017 to:

Summer in the City Festival
PO Bo 79,
Steinbach, MB
R5G 1M1

Make your cheque payable to Summer in the City 2017. No cash or money orders accepted.

Contact the vendor coordinator with any questions.

vendors@summerinthecity.ca



TERMS AND CONDITIONS

Summer in the City Festival

June 16, 17 & 18, 2017

- 1) Any and all of the SITC food vendors must adhere to all Public Health Regulations and must possess a valid permit from the local Public Health Inspector in order to operate and participate in Summer in the City Festival. Vendors are responsible to contact the Public Health Inspector at (204)326.9229, and set up any necessary appointments, inspections, etc. in order to obtain the licensing required. City of Winnipeg permits are not sufficient.
- 2) Food vendor permit must accompany this application.
- 3) The Summer in the City Festival reserves the right to accept or reject any vendor applications received and reserves the right to designate the location of your booth space.
- 4) Subletting of booth space is strictly prohibited.
- 5) **Booths must be open for the entire duration of the Summer in the City Festival. June 16, 17 & 18th, 2015, 11:00AM–9:00PM minimum. Vendor may remain open until 11:00PM. Food vendors must be operational by ****10:00AM on Friday, June 16, 2017 for health inspection.** Failure to comply with these hours may jeopardize your acceptance into the 2018 festival.**
- 6) Applicants are responsible for any and all display equipment and materials including tents, tables, chairs, etc. and provide sun/rain protection. Sand bags will *not* be provided by Summer in the City. Please be prepared for all types of weather.
- 7) Booth displays must be free standing structures that will not cause any damage to the concrete or natural habitat in and around the booth space.
- 8) No weapons of any type are allowed at the festival site, nor can any weapon of any type be sold.
- 9) No drug paraphernalia of any kind shall be sold or displayed by a vendor. This includes items associated with illegal drug use.
- 10) No smoking in your booth area. City of Steinbach bi-law restricts smoking within 50 feet of public buildings.
- 11) Vendors have the period from 8:00AM to 11:00AM on Friday, June 16, 2017 for booth set up. Food booths need to be ready for the **10:00AM inspection**. Booth locations on the street will be assigned by the vendor coordinator prior to festival. Locations will be marked and relocation is prohibited. Booth number will be given Friday morning upon arrival.
- 12) It is the responsibility of the vendor to maintain a clean premise in and around their booth location.
- 13) Booth reservation will be held no later than 10:00AM on Friday, June 16, 2017. Vendors, who have not made late arrival arrangements prior to Friday, may lose their space at the Coordinator's discretion.
- 14) The Summer in the City Festival's name and logo are registered and owned by the Summer in the City Festival. No item may be sold by a vendor which displays the Summer in the City name or logo.
- 15) *Vendors may not sell popcorn, cotton candy, or candy apples at the festival.*