

# CentreFest 2018 Vendor Application

Festival Dates: Saturday, July 28th- 11am to 8:00 pm  
 Sunday, July 29th – 11am to 6:00 pm

**The Vendor Selection Committee gives priority to past vendors who abide by our Rules and Regulations. We try to ensure vast selection of food and goods for the best festival experience possible and reserve the right to decline any application.**

Food & Beverage Vendors*	Street Market Vendors	Interactive Artist Vendor	Arts Market Vendors
All food-related sales include mobile unit, ice cream, beverage or pre-packaged foods One 10' x 10' (units exceeding 10' in length must pay additional \$20/ft.)*	All vendors not in other categories, including import goods, clothing, etc. One 10' x 10'	Face-painters, caricaturists, tattoo and balloon artists, etc. One 10'x10'	Those selling ALL handmade wares. One 10' x 10'
<b>\$ 500.00*</b> includes GST**	<b>\$ 250.00</b> includes GST	<b>\$250</b> includes GST	<b>\$ 100.00</b> includes GST

\*\* Only registered food vendors will be allowed to sell food or beverages on site.

Contact Name:	Business Name:	
Address:		
Telephone:	Email:	Web site:
Menu Items with Prices OR Detailed Description of Products/Services with Price Range: Attach sheet if more space required.		
I require: _____ (quantity)110-volt receptacle _____ (quantity) 220 volt/30 amp _____ (quantity) 220 volt/50 amp For 220 services – manufacturer and number from end of plug _____ Twist-lock: yes or no <b>Please supply photo of your plug.</b>		
<b>Vendor type:</b> Food vendor \$500 _____ Additional length of unit above 10' = _____ Interactive Artist Vendor \$250 _____ Electrical Required _____ Street Market Vendor \$250 _____ Use of Styrofoam \$100 _____ Arts Market Vendor \$ 100 _____	Signature:	
AHS Food Permit Number (if applicable):	Total Due and Included:	Office Use:

**Fees must accompany application. Please make cheque payable to CentreFest and deliver or mail to:**

CentreFest  
 PO Box 27179  
 Red Deer, AB T4N 6X8  
 Telephone: 403-872-3361

**APPLICATION DEADLINE: May 1, 2018**  
**CONFIRMATION TO NEW VENDORS: May 7, 2018**

**\*\* IF YOU ARE A RETURNING VENDOR WITH NO COMPLAINTS OR ISSUES, YOU WILL BE NOTIFIED IMMEDIATELY AND YOUR CHEQUE WILL BE DEPOSITED UPON RECEIPT!**

# CentreFest 2018 Vendor Information

## FESTIVAL DATES, TIMES AND SITE ACCESS

Saturday July 28th 11am to 8:30 pm and Sunday July 29th 11am to 6:30 pm.

Vendors must provide their own equipment, tables, chairs and tents/canopies. Electrical service is available for food vendors at a cost of \$25 (generators will not be allowed on site). Vendors who require a food-related permit are responsible for securing and displaying their permit.

(Contact Alberta Health Services at 403-356-6366.)

All vendor booths must remain open during the entire festival. CentreFest is an outdoor festival and will proceed rain or shine. Vehicle access to and from the site is restricted between 10:30 am and 8:30 pm on Saturday and between 11:00 am and 6:30 pm on Sunday. **Absolutely no vehicles can be pulled onto site in the evening until authorized to do so.** One parking stall per vendor is supplied.

- Vendors can access the site beginning at 8am on Saturday and Sunday.
- No vehicles should be on site except to unload. Please find your vendor spot, quickly unload and proceed to the vendor parking area before proceeding with site set up. One parking stall per vendor is supplied.
- Vehicle access to and from the site is restricted between 11am and 8pm on Saturday and 11am and 6pm on Sunday.
- Parking pass, booth number, site map with locations and instructions will be mailed to you in advance of the festival.
- Booth sizes are 10' X 10' – units exceeding 10' length with pay an additional \$20/foot - all units will be measured before entering. If your unit exceeds what you have paid for, you must pay prior to setup. No exceptions.
- There is no water (potable or other) available on site.
- Absolutely no dumping of waste will be allowed on site. Assigned dumpsters are brought in specifically for this event and must be utilized by food vendors.
- Food vendors requiring electrical hook up must have electrical requirements to the Vendor Committee by **May 7<sup>th</sup>, 2018**

## STREET ACCOMMODATIONS AND GENERATORS

Our goal is to have NO generators on the site! Electrical panels are in the alleyway on each side of the street for food vendors. Bring sufficient electrical extension cords and duct tape to securely fasten them if they are on the ground.

## SITE SECURITY

There will be security on site for the festival however CentreFest requires that all product and display, including tents, be removed from the site overnight. Ample time for set-up will be provided each day.

## VENDOR REQUIREMENTS

- Vendors must provide their own equipment, extension cords, tables, chairs and tents/canopies must be weighted to withstand inclement weather.
- All vendors are responsible for the garbage in their area as well as recycled bottles and/or cans.
- The applying vendor must exhibit for sale only the items for which they were screened and accepted.
- Only registered food vendors can sell pop, juice or other beverages. Absolutely no water sales are allowed by vendors.
- Vendors may not sublet, assign, donate or trade their assigned space.
- No loudspeaker, amplified or other sound device can be used on site.
- All activities must be conducted within the assigned space.
- It is the vendor's responsibility to have adequate liability insurance coverage.
- CentreFest has pledged to be as "green" as possible. We encourage the use of paper or plastic. To discourage Styrofoam waste, Food vendors will be charged an **additional \$100 if using Styrofoam**. Please add to fees.

## RAIN OUT PROCEDURE

CentreFest is an outdoor festival and will proceed rain or shine. No refunds will be made due to inclement weather or a vendor's decision not to participate.

## EARLY WITHDRAWAL OR NO SHOWS

All vendors choosing not to participate on the second day of the festival or leave early will not be invited back. Any vendors who do not show up, regardless of cause, will not be refunded booth fees.

## REFUND POLICY

You will be refunded 100% of your vendor fees if you notify the Vendor Committee by 12 pm, **June 1st, 2018**, of your cancellation. After this date, all application fees are non-refundable.

## DISCLAIMER

- CentreFest cannot be held responsible for any lost or stolen items before, during or after the festival.
- CentreFest and the Vendor Selection Committee reserve the right to decline an application.
- CentreFest will designate vendor booth space locations and reserves the right to relocate vendors if required.
- CentreFest reserves the right to sell merchandise.

## CONTACT INFORMATION

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Red Deer, AB T4N 6X8  
Telephone: 403-872-3361