



CANADA 150 VENDOR APPLICATION

comoxvalleycanadaday.ca

Return Application To:
City of Courtenay – Scott Mousing
Florence Filberg Centre
411 Anderton Avenue
Email: smousing@courtenay.ca

**** ALL FOOD VENDORS MUST HAVE A VIHA "PERMIT TO OPERATE" PRIOR TO APPLYING ****

ALL Food Vendors that apply before May 20th receive a \$50.00 Discount

This application is for: (check one)

- FOOD BOOTH – Non Profit **\$150**
- CRAFT/MERCHANDISE BOOTH - **\$60**

CASH OR CHEQUE ONLY (Payable to City of Courtenay)

- FOOD BOOTH – Commercial - **\$250**
- INFORMATION/TICKET SALES BOOTH - **\$25**

Company/Organization: _____ City BL# _____

Address: _____ City: _____ Pr: _____ Postal: _____

Contact Person: _____ Email: _____

Home Phone: _____ Work: _____

Description of Booth: _____

NEED POWER: NO YES

- IF YES:** 110 VOLT 2 x 110 VOLT
 220 VOLT



CIRCLE THE TYPE OF RECEPTACLE ON YOUR UNIT

TERMS AND CONDITIONS

1. REFUND AND CANCELLATION:

- a. Vendors wishing to cancel must submit request in writing to above address no later than **June 1st**.
- b. There will be no refunds due to rain and booths will be expected to remain open from 10:00 am - 4:00 pm.

2. RESPONSIBILITIES OF APPLICANTS:

- a. All vendors to be in place by **9:00am** – Entry open **6:00 am**. No traffic permitted into the park after **9:00 am**. **No early vacating event grounds due to PUBLIC SAFETY & ROAD CLOSURE.**
- b. All food vendors must post current **VIHA PERMIT TO OPERATE** visible to public.
- c. All applicants are responsible for obtaining **all applicable LICENCES, INSURANCE and PERMITS** and are responsible for the collection of applicable taxes relative to their booths. **TABLES OR TENTS NOT PROVIDE**
- d. Each vendor will supply: **ONE GARBAGE CAN, ONE RECYCLE CONTAINER, ONE 100FT HEAVY DUTY CSA or UL APPROVED (12 GAUGE) EXTENSION CORD (if applicable)** and a 100 ft. water hose where needed. Gasoline powered generators are strongly discouraged. Vendor is responsible for keeping their area clean.
- e. City of Courtenay and the July 1st Committee is not responsible for any damage or loss to Vendors' property or materials. Vendor space is 20 ft x 25 ft – 1 car is allowed to park in space
- f. In event of any disagreement arising between Vendors or Vendor and the July 1st Committee, the decision of the Committee will be final.
- g. **Booths using electricity must post current ELECTRICAL SAFETY CERTIFICATE (Electrical Safety Branch 334-1105).**
- h. Vendors shall not drive stakes or poles into the ground without approval. City Parks have extensive underground irrigation and electrical systems. Vendors will be held responsible for the payment to repair any damages they cause without prior approval.

A representative from July 1st Committee will contact all FOOD BOOTH applicants to assign location in all parks prior to July 1st. All other booths will be assigned locations on the morning of July 1st upon arrival.

THANK YOU FOR BEING PART OF THE CANADA 150 CELEBRATIONS

***THIS PAID RECEIPT MUST BE PRESENTED AT THE PARK ON JULY 1ST TO GAIN ENTRY TO THE SITE**

Date: _____

Payment Received \$ _____

Payment Type: (CASH CHEQUE)

Received from: _____

Booth Type: _____

Received by: _____