

VENDOR APPLICATION FORM

INTERNAL ONLY

Category: _____

Total Paid: _____

#Of Booths: _____



SATURDAY AUGUST 21st, 2021 10AM-4PM & SUNDAY AUGUST 22ND 10AM-2PM

ILDERTON FAIR GROUNDS: GREEN SPACE (LOCATED DIRECTLY BEHIND ILBERTON COMMUNITY CENTRE)

Business/Booth Name: _____

Business Owner/Applicants Name: _____

Main Category: (Circle Main One Only*) Food Truck (see separate requirements)

Candles Glass Soaps/Bath Bombs Wood Metal Jewellery Kids Clothing/Accessories Home Goods
Pet Products Fine Art Knits/Crochet Pottery Leather Goods Essential Oils Food Product/Baking
General Clothing Home Décor Natural Beauty Products Vinyl Products Handcrafted Pens Ceramics
Antique/Vintage Upcycled/Repurposed

*Please note: This event will be accepting MLM (Multi-Level-Marketing) businesses for 2021. No more than two per represented brand. MLM will be spaced out accordingly on grounds.

Please provide a brief description of your products/work:

Contact Phone #: _____ Email: _____

Website URL: _____ Facebook@/ Instagram@: _____

VENDOR SPACE: ALL vendor spaces are outdoors only. All vendors are required to provide their own; 10x10 Canopy Tent, Tables, Chairs and Professional Signage _____ (Initial)

12X12 OUTDOOR SPACES

\$150 for weekend (2 days @\$75/DAY) # of spaces required: _____ x\$150= \$_____

Any Special Needs (Please Specify): _____

Yes, I require a 15AMP Electrical Hook Up (ONLY Given to those who require for showcasing their products) *Limited vendor outlets available on outdoor grounds

\$20 for the weekend = \$_____

Any Special Needs (Please Specify): _____

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➡ TOTALS CARRIED: \$ _____

ONSITE CAMPING:

AT NO ADDITIONAL COST Onsite Overnight camping is available for Vendors and ONE participating guest
Camping Includes use of onsite shower and washrooms on the Friday & Saturday night to participating
VENDORS ONLY*

Will you be staying on the grounds overnight?

***Please Circle:**

Yes, BOTH FRIDAY & SAT NIGHT

Yes; FRIDAY ONLY

NO; I have other arrangements

Please note: Overnight Wristbands will be provided to you in your vendor package based on the number of nights you have advised plus one guest. All overnight vendors and guests; will be required to wear wristbands for security purposes. Our hired Security Team will be checking bands for overnight stays and walking grounds. **IMPORTANT:** Due to fire regulations NO campfires or pits are permitted.

Yes, I require use of a 15AMP Electrical Hook Up for my *overnight stay for a fee of **\$20 for the weekend** provided by the Ilderton AG Society. Add \$20 ➡ =\$ _____

(Please add totals from each page) ➡ **TOTAL AMOUNT PAYABLE:** \$ _____

IMPORTANT PLEASE READ:

PLEASE CHECK YOUR TOTALS FROM EACH PAGE TO ENSURE THE TOTAL AMOUNT PAYABLE IS CORRECT AND YOU'RE SENDING THE CORRECT EMT PAYMENT AMOUNT. WE WILL NOT SEND BACK FUNDS AND ANY ADDITIONAL EMT AMOUNTS MAY COST YOU AN ADDITIONAL FEE FROM YOUR BANK. THANK YOU!

All vendor fees are Non-Refundable-No Exceptions will be made

EMT Payment is required within 24 hours of receiving your completed vendor form

Vendor Placements will not be held without payment; Categories are Limited!

Middlesex County Craft Festival ONLY accepts payment to be made by Email Money Transfer (EMT)

Payment can be sent to: middlesexevents@yahoo.com

Please **ONLY** use the following password when sending EMT: **SHOPPING**

Once payment has been **accepted on our end; that will serve as confirmation of registered/approved vendor for this two-day event**

We will follow up with social badges, and communications via email as needed.

Special event updates/information will be communicated via email closer to event date

FOR MORE INFORMATION: CONTACT JENNIFER -EVENT COORDINATOR: middlesexevents@yahoo.com

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MIDDLESEX COUNTY CRAFT FESTIVAL RULES, REGULATIONS & CONDITIONS OF VENDOR AGREEMENT

Please Read Carefully and Sign where Required*

1. **All vendor fees are non-refundable-NO EXCEPTIONS**
2. Should this event need to be rescheduled for reasons beyond our control; you agree that you will be provided a rescheduled date option, should you not be able to make the rescheduled date; a credit to use for future events by Middlesex Shopping Extravaganza Events will be applied and you will be notified of terms and expiry of that credit via email communication
3. All vendors are required to handle your own sales tax if applicable*, have their own cash/change on hand as well as a reliable internet connection for payments such as Square, Intuit etc.
4. We will NOT hold spaces, you need to complete form and send in EMT, once EMT is accepted; that is confirmation you are registered*
5. **Vendors are required to have their own professional/creative signage and provide their own table, chairs, tents, linens and must have hand sanitizer present where payment is taken. Proper face coverings are required***
6. You agree to allow Middlesex Shopping Extravaganza to list, market and take photos from your social media pages as well as photograph vendor space during event and use for social media, website/marketing purposes
7. **As a vendor you agree to share this event through social media/marketing and showcase your designated "Vendor Badge" photo as your profile photo and or cover photo on Facebook**
8. Vendors agree to provide their own tent/canopy for their OUTDOOR VENDOR SPACE
9. Chairs and tables are NOT provided; Vendors agree to bring their own
10. All outdoor structures must be able to withstand any inclement weather conditions, be fastened down and pose no harm or danger to life or health
11. Vendor Space is exclusively for the applied and approved vendor. Sharing of vendor space is prohibited; any other changes must be approved by Jennifer Pratt in writing for approvals
12. Vendors agree to keep their spaces neat and tidy, walking areas clear of loose cords, high stacked items, sharp objects that can be grabbed by children etc. which can potentially cause harm or risk to vendors or attendees.
13. No open flames; or Campfires
14. Extension cords are not provided, all vendors to provide their own if required. Must meet Canadian Safety Standard Rules & Regulations
15. NO SMOKING on Grounds; All Ilderton Fairgrounds Property is designated as a NON-SMOKING area
16. No Bulk water containers to be filled on grounds.
17. No Trailer-Water Hook Ups are available or close by
18. Vendor placement will be selected by Middlesex Shopping Extravaganza Events. Placement is final, please always respect your neighbours
19. *Electrical is only designated in certain areas.* Electrical is only available to those who required and paid for outlet use
20. All Vendors are required to stay right until the end of the designated time of event, No take downs. Please ensure you respect other vendors, attendees and safety of all participants and visitors. Failure to do so will result in loss of future event participation with Middlesex Shopping Extravaganza Events
21. Middlesex Shopping Extravaganza Events agrees to secure premise overnight with a third-party hired security company on the Friday and Saturday for vendors to leave booths setup and covered

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22. Vendor must remove and dispose of all garbage in their areas at the end of the show, please recycle and bring necessary bags/bins, if necessary, Please do your part.

23. Vendor vehicles are prohibited on event space and to be driven on vendor grounds on Saturday August 21st & Sunday August 22nd, 2021, after 9AM on Saturday and Sunday. Vendors are required to park where designated-Absolutely no cars by vendor tents or on grounds. This has been a past safety issue and will be enforced this year.

VEHICLES IN THE PARK: Vehicles are not permitted to move within the vendor parking area when the event is on. Park accordingly!

Move In (Setup) will take place on:

Friday August 20th, 2021, 5PM-8PM

- Saturday August 21st and Sunday August 22nd Between 7AM and 9AM (ALL VEHICLES REQUIRED TO BE OFF GROUNDS AREA BY 9AM* NO EXCEPTIONS)
- Vendors are required to be FULLY setup and ready for attendees by 9:30AM as we often get the early comers. This is a great rule of thumb to go by.

Municipal Bylaw Enforcement Officers may issue a citation (ticket) should you attempt to move a vehicle in or out of the park at any other time. In addition, should you attempt to move a vehicle within the park at a time other than those stipulated, Festival Management may, at its sole discretion, terminate your Rental Agreement immediately, retain all fees paid and levy such other expenses and costs as are deemed appropriate.

WAIVER/AGREEMENT

Middlesex Shopping Extravaganza Events and its staff, assume no responsibility for losses due to, fire, vandalism, theft, weather conditions, riots, health or any cause beyond our control.

The undersigned exhibitor/vendor agrees to have their own liability insurance and hereby agrees to hold Jennifer-Event Coordinator, Middlesex Shopping Extravaganza Events, Middlesex County Craft Festival, Organizers, Volunteers, Employees, Any person, General Public, and the Ilderton Agricultural Society clear of any and health, harm, all damages, expenses, liability resulting from any injury, property damage to general public, exhibitors, organizers and event coordinators arising from participation of the **Middlesex County Craft Festival on Friday August 20th^(Setup), Sat August 21st and Sunday August 22nd, 2021.**

Middlesex County Craft Festival and acting Event Coordinator Jennifer Pratt with **Middlesex Shopping Extravaganza Events** will not be responsible for any damage goods, loss or losses incurred by vendor/exhibitor including health, bad weather, accidents, water damage, fire, thefts, acts of God, injuries and any other incidents or mishaps not specifically listed herein.

Vendor/Exhibitor agrees to the above **RULES, REGULATIONS & CONDITIONS OF VENDOR AGREEMENT** listed, and that **Middlesex County Craft Festival** is privately run and assisted by volunteers. The vendor/exhibitor assumes all risks, responsibilities and legal obligations and compliances.

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I; (Vendor/Applicants Name) _____ agree to the above Rules, Regulations and Vendor Conditions set above by Middlesex Shopping Extravaganza for the Middlesex County Craft Festival that will take place at the Ilderton Fair Grounds August 21st (Setup) Sat August 21 & Sunday August 22nd, 2021.

Vendor/Applicants Signature: _____

Date Signed: _____

PLEASE COMPLETE, SIGN AND RETURN ALL 4 PAGES WITH TOTAL PAYMENT to:

middlesexevents@yahoo.com

Middlesex County Craft Festival