



Dry Goods Vendor Application & Agreement
Port Credit Memorial Park – September 5-6-7, 2025

Business Name: _____

Contact Person: _____ Email: _____

Address: _____ City: _____

Postal Code: _____

Bus. # _____ Cell # _____

On-site contact _____ Cell# _____

Type of products to be sold:

Vendor fee is \$400.00 + \$52.00 HST for a 10'X10' space, plus \$61.74* for a Vendors Permit if you do not have a City of Mississauga business license. (City of Mississauga Business License must be provided)

This is strictly for a 10x10 space, if you require a double space (2) 10x10 spaces. Please contact the vendor coordinator to arrange the requirements and the additional fee.

Vendors with a 10x10 space will receive 1 circuit -15amps of power.
Each additional 15 amps of power required will cost \$50.00 + \$6.50 (HST)

Please indicate your power requirements: _____
Additional Power Required: _____

You will be notified of your acceptance by telephone or via email. Once notified you will need to submit your payment and the certificate of Insurance naming Southside Shuffle Blues & Jazz Festival and the City of Mississauga, as additional named insureds with a minimum of \$2,000,000.00 no later than August 22, 2025.

Vendor Signature: _____ Date: _____

Please make cheque or money order payable to: **Southside Shuffle Blues & Jazz Festival**
c/o 71 Eaglewood Blvd, Mississauga On, L5G 1V6
Attn: Vendor Coordinator

Please contact Vendor Coordinator Mary Isaacs at sssvendors@hotmail.com for credit card or e-transfer options.

Dry Goods Vendor Policies 2025

Please read the following information carefully as these policies pertain to all vendors!

Application Review Process

Your application is subject to review. We will review all vendor applications and contact approved vendors to discuss contractual obligations. The Southside Shuffle Blues and Jazz Festival reserves the right to select vendors that will be the most appropriate to our event.

Application deadline is June 30, 2025.

Cancellation Policy

To receive a refund, cancellations must be submitted in writing by August 01, 2025. Please note there will be a cancellation/administration fee of \$150.

Insurance

Upon acceptance to the Festival, you will be required to provide a general liability Insurance Certificate in the amount of \$2,000,000 naming the Southside Shuffle Blues & Jazz Festival and The City of Mississauga as additional named insureds. This certificate must be provided as soon as possible. Failure to provide the certificate may result the Festival canceling your Display Area, and you will not be entitled to a refund of any monies paid by you.

Exhibitor Booths

Exhibitors are required to set up their own tents, table and chairs. You must provide at least 100' (ft) extension cord 14 gauge. Display Areas are selected based on the type and quality of the products you sell. The appearance of your display area is critical to the overall atmosphere of the audience's perception of the event. We highly encourage imaginative designs, flags, banners, signs, lighting etc.

Please Note: This is a rain or shine event! Vendors should prepare for the possibility of rain and ensure they are equipped with a rain plan.

Exhibitors are required to have:

- Quality merchandise (only what is listed on your application)
- A well maintained, safe area
- Courteous, friendly staff
- An attractive and professional looking Display Area and display
- Plenty of merchandise for re-stocking
- Vendors are required within the space you are assigned.
- All equipment used in operating a Display Area during the event will be the responsibility of the vendor, including Display Area, tables, chairs, tents, lighting, water hoses if needed, maintaining and removing Display Area materials, leftovers and trash.

- Please leave your area as clean as it was when you arrived.
- No propane lanterns allowed.
- **Weights to secure your tent are a MUST.**

Set Up/Load In & Load Out

- Please arrive during the designated times for load in or you will run the risk of not being able to set-up.
- Display Area must be completely set-up, open and ready for business when the event gates open.
- Remain set-up and open until the last show finishes and the crowd leaves.
- No early breakdown or late set-up will be allowed. No exceptions!!!

Load in:

- **Thursday September 4, 2025, between 4 pm to 9 pm**
- **Friday September 5, 2025, between 9 am to 3 pm**

Load Out:

Sites can be loaded out after **8pm on Sunday September 7th** once all patrons have left the park; no vehicles will be permitted on site prior to that time. All equipment must be removed from the site by not later than 1:00 am, at which time any equipment left on site shall become the property of Festival to be used or disposed of as it sees fit. If you could have any issues with these times, please contact the Vendor Coordinator Mary Isaacs @ sssvendors@hotmail.com to make further arrangements.

Parking:

Vendors are not permitted to park onsite. Please find Free Parking at the Port Credit GO Station.

Festival Operating Hours

During festival hours: All paid and accepted vendors agree to operate and adequately staff their Display Area and to be open and ready for business an hour before the gates open.

- **Friday September 5, 2025, from 5:30 pm to 12:00 am**
- **Saturday September 6, 2025, from 12:00 pm to 12:00 am**
- **Sunday September 7, 2025, from 12:00 pm to 8:00pm**

By signing this form you the vendor agree to all festival terms and policies.

Vendor Signature: _____ Date: _____

Waiver of Liability

By signing this agreement, you release Southside Shuffle Blues & Jazz Festival, Festival Board of Directors and Staff as well as the City of Mississauga of and from any and all liability for any damage, injury or loss to any person or goods which arise from rental and occupation of Display Area space by the applicant (s). You agree to hold Southside Shuffle Blues & Jazz Festival, Festival Board of Directors and Staff as well as the City of Mississauga harmless of any loss or damage by reason thereof. You also agree to comply with all Festival and City of Mississauga rules, regulation and requirements in the operation of your Display Area. You agree that you have read and agreed with the Policies outlined in this form. Southside Shuffle Blues & Jazz Festival may choose to terminate this agreement at any time if you choose not to abide by our booth policies. Southside Shuffle reserves the right to make changes to this agreement as needed. You understand your entry fee shall not be refunded in the event that you do not attend or if all or part of the event is canceled due to fire, calamity or any other act of God, public enemy, strikes, statues or ordinances or any legal authority or any other cause beyond our control.

Vendor Signature: _____ Date: _____

If you would like to be linked to our website. Please provide your website address (URL), and sign below.

Website: _____

Signature: _____

Date: _____

Please include this page with your vendor application. Thank you!

Check List:

- Payment
- Signed application (all pages)
- City of Mississauga Business License (if applicable)
- Certificate of Insurance (Please contact Vendor Coordinator if you require insurance)
- Region of Peel Health Forms (Food Vendors only) www.peelregion.ca/forms/s/Special-event-application-form sent to Health Inspector. Advise Vendor Coordinator of date sent.

Please give me a call or send a text or email if you have any questions!

Thank you,

Mary Isaacs
Vendor Coordinator
sssvendors@hotmail.com
416-801-9457