

Tim Hortons

SOUTHSIDE SHUFFLE
 The 25th Annual Port Credit Blues and Jazz Festival
 September 8-9-10, 2023
 www.southsideshuffle.ca

Port Credit Memorial Park Port Credit, Ontario

Mardi Gras Market Minor-Food Vendor Application & Agreement (snacks, popcorn, candy etc.)

Business: _____
 Contact Person: _____ Email: _____
 Address: _____ City: _____ Postal Code: _____
 Bus. # _____ Fax # _____ Cell # _____

On-site contact _____ **Cell #** _____

Type of products to be sold: _____

Display Area fees \$550.00 + \$71.50 HST for a 10X10 space, plus \$58.20* for a Vendor Permit.
 All vendor Areas have access to power. All vendors have free parking at the Port Credit Go Station.

Space(s): 1 2
Power: Yes **Add \$50.00 + \$6.50 HST** Specify your power requirement: _____

Water Hookup required: Yes : No Please provide your own water hose, at least 100ft. Gray water disposal available.

All Spaces will be assigned at the discretion of the festival administration. Please fill out above completely and sign form and policy agreement. **You must be specific with your power requirements.** Please list what type of objects you'll need power for.

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

Please contact Vendor Coordinator for credit card or e-transfer options.

You will be notified of your acceptance by telephone, at which time you will need to send us your certificate of Insurance naming Southside Shuffle Blues & Jazz Festival and the City of Mississauga as additional named insurers, with a minimum of \$2,000,000.00 Liability.

Participants are responsible to obtain all permits and inspections related to food handling from the Region of Peel Health prior to the Festival. It is expected that each vendor will keep his or her immediate area clean and sanitary.

We reserve the right to pick and choose vendors and to refuse anyone for whatever reason and return fees.

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 agree 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.

Signature: _____ Date: _____

Event goes on Rain or Shine!

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

Website: _____

Signature: _____ Date: _____

*Current rate as per City of Mississauga, subject to change

Minor-Food Vendor Policies 2023 Southside Shuffle Blues & Rib Festival

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

You should have:

- Quality merchandise
- A well maintained, safe area
- Courteous, friendly staff
- An attractive, and professional looking Display Area and display
- Plenty of merchandise for re-stocking

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.

Display Area selection:

- Vendor booth areas are selected based on the type and quality of the products you sell.
- We reserve the right to refuse anyone for whatever reason and return fees.

Vendor Booth Area placement:

- Is based on when your application is received and type of product(s).

Event goes on rain or shine. Booth fees are non-refundable, unless notified in writing by August 1, 2023. A cancellation fee of \$150 will apply.

Vendor booth fees are based on a (10'X10') space - after June 30, 2023 fee increases to \$600.00+\$78.00 HST plus \$58.20* Vendor Permit

Payment:

- Cheque or money order made payable to **Southside Shuffle Blues & Jazz Festival**

For each individual space purchased, you will receive:

- A single 10'X10' space area for your Display Area set-up
- You will require at least 100' of heavy duty extension cord
- Please provide your own water hose, if required.
- 1 parking pass per vendor.

Other Requirements/Information:

- If you require additional Display Area space, you must indicate and make advance arrangements and be prepared to pay for additional space. **Please stay 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 (weights to tie down tent), lighting, maintaining and removing Display Area materials, leftovers and trash.
- Please leave your area as clean as it was when you arrived.
- Bring your own display tent (max 10'x10'), tables, chairs, extension cords, power bars and extra lighting as needed.
- No propane lanterns allowed.
- You will be required to complete the Region of Peel Environmental Health Forms once accepted.

Insurance:

Upon acceptance by the Festival, you will be required to provide a Certificate of insurance with a minimum \$2,000,000.00 liability naming the Southside Shuffle Blues & Jazz Festival and The City of Mississauga as additional named insurers. 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.

Set-up/Breakdown:

- Please show up on time for load in or you will not be able to set-up. You will not be allowed to set-up after time listed below!
- 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!!!

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Load in:

- Thursday September 7th, 2023 (tent only) between 4pm and 9pm Call ahead to arrange it.
- Friday September 8th, 2023 between 9am and 3pm

Load Out: Sites can be loaded out after 8pm on Sunday September 10, 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 1am, 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 to make further arrangements.

During festival hours: All paid and accepted vendors agree to operate and adequately staff their Display Area.

Festival Hours:

- **Friday September 8, 2023 from 5:00pm until 12am**
- **Saturday September 9, 2023 from 11:00am until 12am**
- **Sunday September 10, 2023 from 11:00am until 8:00pm**

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

Signature: _____ Date: _____

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

Check List:

- Payment
- Signed application (Page 1)
- Signed Vendor Policy form (Page 3)
- Certificate of Insurance (Please contact Vendor Coordinator if you require insurance)
- Region of Peel Health Forms (Food Vendors only) sent to Health Inspector. Also advise Vendor Coordinator of date sent

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

Thank you,

Sharon Heaman
Vendor Coordinator
416-346-3302
sssvendors@hotmail.com

Please keep a copy for your records