



Vendor and Exhibitor Registration Form
 Sunderland Maple Syrup Festival
 April 7 - 8, 2018

Entry Deadline; Friday March 16, 2018
Deadline to be listed in the booklet: Feb 28, 2018

Name: _____
 Company/Service Name _____
 Address: _____

 Postal Code: _____ Phone Number: _____
 E-mail Address: _____
 Type of Exhibit: (please be descriptive) _____

 Space Required: _____

I will be selling my wares at the Festival Yes ___ No ___
 I will be exhibiting only Yes ___ No ___
 I will be attending Sat ___ Sun ___
 I will be selling food products Yes ___ No ___

Cost of 10' x10' space is \$75.00 for the weekend or \$40.00 per day.
 Set-up time 7:30 to 9:00 am, **please do not start setting up until you have been given your spot**
 Vehicles will not be allowed on River St. or Church St. **Vendor Parking will be assigned**
 Vendors not set up with vehicles off the street by 9:00 am may forfeit their space.

1. Please complete this application form and sign
2. Make your cheque payable to Sunderland Maple Syrup Festival
(no postdated cheques accepted)
3. Mail the 2 pieces to:

Carolina & David Weir
 99 River St.
 Sunderland, On, L0C 1H0
 DWeir888@outlook.com
 (705) 437-1400 (Home) (416) 995 6551 (Cell) (705) 318-0008 (Office)

Festival Use Only
Date Rec'd.....
Conf Sent.....
Booth Number.....

I _____ will not hold the Sunderland Maple Syrup Festival Committee, Durham Board of Education, the Township of Brock or the Region of Durham responsible or liable for any loss or damage to persons, property or any bodily injuries, which may occur during the Sunderland Maple Syrup Festival.

I acknowledge with this signature that I have the necessary liability insurance and will provide a copy upon request.

SIGNATURE: _____ DATE: _____



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Vendor Rules and Regulations

WELCOME

On behalf of Festival Committee, we welcome you to the 21st annual Sunderland Maple Syrup Festival and hope for a successful event, both for our visitors but also for you, our exhibitors and vendors. Below are some basic rules and regulations that will secure we all can co-exist and achieve our objectives during the festival.

1) LIABILITY & INSURANCE

While all precaution will be taken to guard against loss of equipment or display material, the Festival Committee will not assume any responsibility for damage or loss of any kind. Exhibitors and vendors must have adequate liability insurance and to insure their goods and/or equipment against any damage or loss.

2) VENDOR APPLICATION

Contract and payment must be received in full prior to festival deadline.

3) BOOTH SET-UP

The Exhibitor may not under any circumstance sublet all or any portion of their booth space rented under the terms of this contract. No knives, guns, pornographic or any offensive material is allowed. Space number and location will be provided at festival registration on respective set-up date. Booth space not occupied by 9:00 a.m. will be re-sold immediately. NO refunds will be given.

4) BOOTH OPERATION

Booth must be staffed during all hours of operation. Hydro is not provided but may be arranged by vendors with local stores. Movement of cars is not allowed in the festival area during the hours of operation. In case where sound and or video equipment is used, Exhibitor is required to ensure that there is no disturbance to neighboring exhibitors.

5) TEAR-DOWN, CLOSING

Tear-down of booth or exhibitor area must not commence prior to 4:00 pm on Saturday and 3:00 pm on Sunday. Booth must be torn down between the festival days as River Street and Church Street are open to public traffic after hours.

6) FOOD VENDOR

Food vendors must comply with regulations of Durham Region's Health Department, and obtain permit no later than 15 days prior to the event. Guidelines and applications can be provided upon request. Only locally made syrup may be sold.

Beverage may be sold in plastic or paper cups, or cans. No glass bottles are allowed.



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7) FIRE REGULATIONS

The Exhibitor agrees to observe all Fire Regulations and maintain acceptable Fire Prevention practices as required by the Sunderland Fire Department. There is no smoking allowed indoors. Smoking is confined to the designated smoking area outside.

8) ENVIRONMENTAL COMPLIANCE

All vendors are encouraged to act in an environmentally responsible way in terms of minimizing waste, recycle material where possible, and minimizing energy consumption. All recycled material and refuse must be placed in the respective bins provided.

9) REFUND POLICY

There will be NO refund of vendor fee for cancellation less than 14 days prior to the Festival.

10) VENDOR COMPLIANCE

Vendors must comply with the Festival rules as stated. Failure to do so may lead to immediate expulsion at the discretion of the Festival committee and will result in automatic refusal of space to Exhibitor in subsequent years.