



**ART IN VICTORIA PARK**  
**Food Vendor Application Form**  
**JULY 20, 2019**  
**Victoria Park**  
**Woodstock, ON**

Name of Applicant: \_\_\_\_\_

Studio or Business Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

MENU	PRICE

**EQUIPMENT SPECIFICATIONS**

Size of Area Required \_\_\_\_\_

## CONDITIONS & TERMS OF VENDING

1. All applicants must be approved by vendor coordinator.
2. Vendors must be present from Noon to 8 p.m. on Saturday, July 20, 2019 at Victoria Park.
3. Vendors must display and sell only the products approved on application.
4. Products are to be sold on registered site only
5. All Food Vendors are responsible for disposal of grey water & Grease.
6. We will provide two (2) 8 foot tables.
7. We encourage our food vendors to use environmentally friendly practices, to recycle where possible and to limit non-recyclable packaging materials and refuse. Garbage pickup will be ongoing at no charge, but we ask all vendors to keep their space clean and clear of clutter.

*Art in Victoria Park reserves the right to halt the sale of any products deemed inappropriate or unsafe.*

### PUBLIC HEALTH UNIT:

**You are required to complete the Southwestern Public Health Special Events Food Vendor Form and submit it to [specialevents@swpublichealth.ca](mailto:specialevents@swpublichealth.ca), no later than 14 days prior to event.** The Southwestern Public Health Special Events Food Vendor Form can be found here: [https://www.swpublichealth.ca/sites/default/files/file-attachments/basic-page/special\\_event\\_food\\_vendor\\_form\\_june\\_2018\\_swph.pdf](https://www.swpublichealth.ca/sites/default/files/file-attachments/basic-page/special_event_food_vendor_form_june_2018_swph.pdf)

**BOOTHS: The fee is \$150.00 and must accompany the application. Applications will be accepted until, **June 28, 2019**.**

- What we require from you:
  - Board of health forms to be filled out and delivered or faxed to Health unit.
  - Your own propane handler
  - Empty and dispose of your own grease
  - Everything to be taken down as soon as the event is completed
  - Honor meal vouchers for volunteers
  - Clean up all refuse around your area

**NOT SUPPLIED: Canopies, tents, extension cords, lighting.**

**INSURANCE: All vendors should carry liability insurance and if you have such insurance please provide a copy with your application. Please list below how many tables, chairs, etc., you will require.**

The City of Woodstock has limited resources, but the committee will make every effort to accommodate your request. This section is very important to fill out. Unfortunately, requests made on the day of the Festival will not be accepted. Tents are not provided.

\_\_\_\_\_ Tables                      \_\_\_\_\_ Garbage Cans  
\_\_\_\_\_ Chairs                      \_\_\_\_\_ Recycling  
\_\_\_\_\_ Other: \_\_\_\_\_

**SECURITY: It is the responsibility of the vendor to secure their wares against theft and vandalism.**

*The City of Woodstock is not responsible for lost, stolen or damaged goods during the festival. It is suggested that all vendors have their own liability insurance.*

**Contractor shall indemnify and save harmless the municipality from any and all charges, fines, penalties, and costs that may be incurred or paid by the municipality.**

**TIME REQUIREMENT:     July 20: 12:00 noon – 9:00pm**

**SETUP: July 20: 9:00am – 12:00pm noon**

The vendor will be allowed to drive into the Park for loading and unloading purposes *only during the appointed times. No unauthorized vehicle will be allowed to remain on site under any circumstances.*

**TEAR DOWN: Saturday after 9:00pm. We respectfully requests that tear down *not* begin until after the last performer has left the stage.**

I, \_\_\_\_\_ agree to comply with all conditions and regulations on the food vendor application for vending at Art in the Park in the Park,

Signature \_\_\_\_\_ Date \_\_\_\_\_

Register at the Community Services Office at City Hall, 500  
Dundas Street, Woodstock, Ontario, N4S 0A7  
(Cash or Cheque Only)  
Make cheques payable to City of Woodstock

Brad Janssen  
TEL: 519-539-2382 ext.4102  
Fax: 519-539-7695  
EMAIL: [bjanssen@cityofwoodstock.ca](mailto:bjanssen@cityofwoodstock.ca)

	<b>Vendor Fee</b>	\$
	<b>Total</b>	\$