

**Canada Day Celebrations  
 Craft Vendor Application Form  
 Monday July 1<sup>st</sup>, 2019  
 Southside Park, East & West Diamonds  
 Woodstock, Ontario**



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

Business Name: \_\_\_\_\_

Are you a returning vendor?            Yes                            No

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

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

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

Briefly describe items for sale & price range:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Vendor Fee:** All lots are outside and measure no less than 10 feet by 15 feet. The fee is \$50.00 (tax included) and must accompany the application. If not approved, payment will be returned.

***Applications will be accepted until Friday June 21st, 2019.***

**Hydro:** Electricity is limited. If electrical hookup is available, vendor may apply for an additional \$25.00 (tax included) for (1) 110 volt circuit; 15 amp outlet. Vendor can purchase additional outlets if needed. Vendor must provide their own extension cords.

**If available, would you like electrical hookup?**            Yes                            No

**List of equipment needing electricity:** *No generators are allowed for craft vendors.*

Item	Volts	Amps

## Conditions of Vending

- All applicants must be approved by vendor coordinator.
- Vendors must display and sell only the wares approved on application..
- Wares are to be sold on registered site only.

*The City of Woodstock reserves the right to halt the sale of any wares deemed unsuitable, inappropriate, offensive or unspecified in the application.*

**Not Supplied:** canopies, tents, tables, chairs, extension cords, lighting

**Note:** You are only allowed to drive plastic 10 inch stakes or less into the ground to secure your tent.

**Insurance:** All vendors must carry liability insurance. Please include a copy with your application.

**Time Requirement:** Monday July 1<sup>st</sup> from 2:00pm until closing (approx. 10:00pm)

**Setup:** Monday July 1<sup>st</sup> between 12:00pm and 2:00pm.

**Teardown:** You may tear down before the 9:30pm fireworks, but we ask that you stay onsite until after the crowd has dispersed after 10:00pm. **No vehicles are permitted inside the park until crowd has dispersed from the fireworks.**

\*\*Times subject to change

The vendor will be allowed to drive into the park for loading and unloading purposes **only during the appointed times.** Vehicle and trailers must be removed ASAP to nearby designated parking. **No unauthorized vehicle or trailer will be allowed to remain onsite under any circumstances.**

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I \_\_\_\_\_ agree to comply with all conditions and regulations of vending at Woodstock's Canada Day Celebrations.

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

**Return completed forms and money to:**

Brad Janssen  
*Communications and Special Events Manager*  
City Hall  
P.O. Box 1539,  
500 Dundas Street  
Woodstock, ON N4S 0A7  
Office: 519-539-2382 ext. 4102  
Email: [bjanssen@cityofwoodstock.ca](mailto:bjanssen@cityofwoodstock.ca)

***Cash or cheque only. Make cheques payable to the City of Woodstock.***

*For office use only*

Vendor Fee	\$
Hydro	\$
Total	\$