

COWAPOLOOZA
 Craft Vendor Application Form
 August 17-18, 2018
 Southside Park, 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 \$115.00 (tax included) and must accompany the application. If not approved, payment will be returned. Refund only supplied if day is cancelled prior to 9:00am. Applications will be accepted until Friday, August 10, 2018. The fee is a package deal and includes both the Friday and Saturday

Hydro: Electricity is limited. If electrical hookup is available, vendor may apply for an additional \$30.00 (tax included) for (1) 110 volt circuit; 15 amp outlet. Vendor can purchase additional outlets if needed. Vendor must provide their own extension cords. Fee includes hydro for both Friday and Saturday.

If available, would you like electrical hookup? Yes No

List of equipment needing electricity:

Item	Volts	Amps

No generators are allowed for craft vendors.

Conditions of Vending

- All applicants must be approved by vendor coordinator.
- Vendors must display and sell only the wares approved on application.
- Unauthorized use or reproduction of the Cowapolooza logo is prohibited.
- Wares are to be sold on registered site only.

Cowapolooza 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 *not* allowed to drive any stakes into the ground to secure tent. You may use concrete blocks, sandbags, or water tubes.

Insurance: All vendors should carry liability insurance. If you have such insurance please include a copy with your application.

Security: Although Cowapolooza provides security personnel both during operating hours and overnight throughout the park, 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.

Time Requirement: Friday from 4pm until closing

Saturday from 12pm until closing

Setup: Friday, August 12 between 11am and 3pm.

Enter park from Finkle Street entrance by the cricket club and register with a Cowapolooza official at the Southside Park Gazebo.

Loading/ Unloading Times: Friday after crowd disperses after 10:30pm

Saturday between 9am and 11am

Saturday after crowd disperses after 11pm

*times subject to change

Teardown: Saturday after 11pm or until the last performer has left the stage. Cowapolooza respectfully requests that tear down *not* begin until after the last performer has left the stage.

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

I _____ agree to comply with all conditions and regulations of vending at Cowapolooza.

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

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

For office use only

Vendor Fee	\$
Hydro	\$
Total	\$