

**COWAPOLOOZA**  
 Food Vendor Application  
 August 16-17, 2019  
 Southside Park, Woodstock, ON



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

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

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

Postal Code: \_\_\_\_\_ Returning Vendor:      Yes              No

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

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

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

MENU	PRICE

**EQUIPMENT SPECIFICATIONS**

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

Do you require access to water              Yes / No

Do you require access to electricity?      Yes / No

(If yes, please refer to the Electrical Outlets Offered sheet)

## CONDITIONS OF VENDING

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

*Cowapolooza reserves the right to halt the sale of any wares 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 \$300.00 and must accompany the application. Applications will be accepted until, August 9, 2019.**

- \$300 includes:
  - Water source
  - Hydro (pre-determined and agreed upon)
  - Presence on website and print material
  - Logo displayed on big screens during 2 open air concerts
  - Refrigeration truck on site
  - Security
- 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 Saturday night or early Sunday morning (by noon)
  - Honor meal vouchers for volunteers in accordance to the pre-event agreement with event organizer
  - Clean up all refuse around your area

**A clean-up deposit of \$50 is required for all craft and food vendors, and there is an additional \$50 deposit (\$100 total) required of any open-air fry vendors.** Please make this a separate cheque out to The City of Woodstock. Your cheque will be returned upon inspection of the area provided to you.

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

**INSURANCE: All vendors must carry liability insurance. Please provide 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 mandatory 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:**      **Friday; 4 PM until closing**  
    **Saturday; 12 PM until closing**

**SETUP:** Friday August 16, 2019 between 12 pm and 4 pm. Enter Park from Finkle Street entrance by Cricket club or north of the Aquatics Centre.

**LOADING/UNLOADING TIMES:** **FRIDAY** after crowd disperses after the last performer has left the stage.  
    **SATURDAY** between 9:00 AM and 11 AM  
    **SATURDAY** after crowd disperses after the last performer has left the stage.  
    \* Times Subject to Change \*

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

**TEAR DOWN:** Saturday after 11 pm 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.

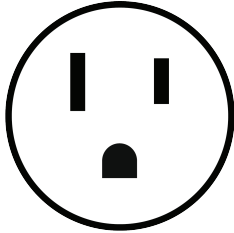
I, \_\_\_\_\_ agree to comply with all conditions and regulations on the food vendor application for vending at Cowapolooza,

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

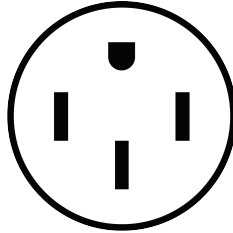
*Register at the Community Services Office at City Hall, 500  
 Dundas Street, Woodstock, Ontario, N4S 0A7  
 Make cheques payable to City of Woodstock (cash or cheque only)*

## ELECTRICAL OUTLETS OFFERED

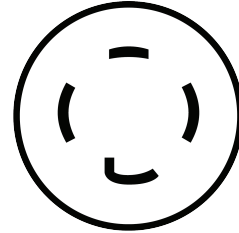
Hydro is limited and at a premium. These are the receptacles available for food vendors. Please check off which one your operation would require. Each vendor would be required to provide the appropriate length of cord in accordance to where they might be located in proximity to the hydro boxes.



**Household 110v**

**Stove Plug**



**4 Prong Twist Lock**

Brad Janssen  
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EMAIL: [bjanssen@cityofwoodstock.ca](mailto:bjanssen@cityofwoodstock.ca)



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