

2011 Holstein Optimist Rodeo Vendor Application Form/Contract

Thank you for applying to the 2011 Holstein Rodeo.

Our Vendors play a very vital role in our Rodeo, helping to promote the cowboy/cowgirl spirit of this special event. Your participation will also allow Rodeo – goers the chance to support our local community, craft vendors and fair trade merchants. Priority will be given to applicants who make their product and Canadian made products with exceptions considered on a case by case basis. All vendors have until April 1 2011 to confirm they are attending the 2011 Holstein Rodeo. After the 1st of April new vendors will be assigned spots depending on remaining locations.

In an effort to improve our Rodeo, we have taken into consideration many past suggestions and are striving to make the event prosperous for both you and the Egremont Optimist Club. As such, there have been many changes made to the 2011 Holstein Rodeo.

Please note that it is a 4 day Rodeo event. The 10th Annual Holstein Rodeo will take place starting Thursday July 7, to Sunday July 10, 2010 at A-K Ranch located on Southgate Road 49 Holstein, Ontario.

The Vendor area is in the same place as last year. Spots this year will be assigned in advance by the Vendor Coordinator and the Vendor area has been laid out to help promote visibility for everyone. Please note that there will be vendor lot location changes from last year and we are not able to guarantee the same spot as last year due to some changes in the layout.

Please read the following application/contract carefully as there are **important changes** this year. If you have any questions please do not hesitate to contact me.

We have held the Vendor fee the same as last year! The Vendor fee of \$200.00 plus HST(for a total of \$226) will be charged for a 12' x 12'space. We have kept the spaces the same size as last year. All vendors are required to stay within the confines of that area. This will allow access for emergency personnel should the need arise for them to get into the vendor area in a safe manner. Electrical hook ups will be an additional fee of \$40.00 plus HST. The Vendor will be required to supply their own extension cord which must pass inspection by our onsite electrician.

Vendors must supply their own tables, chairs, lighting etc.

Proof of \$2,000,000 liability insurance must be supplied with your signed contract/application.

The Vendor will be contacted with information as to location of their site along with parking and vendor pass prior to the event.

Please note that the application shall be treated as a signed contract if a Vendor is accepted to the Holstein Rodeo.

Vendors are responsible for providing their own meals.

PLEASE NOTE:

Insurance

All vendors shall, at his/her own expense, obtain and keep in force during the term of the contract, Public Liability insurance in an amount not less than \$2 million for each occurrence.

Load-in and setting up on the Rodeo Site

Prior to the Rodeo, load in and set-up times will be arranged with each Vendor.

Vendors will unload materials onto the site, in accordance with the schedule arranged in advance with the site Vendor Coordinator.

Load-in of supplies during the Rodeo

During the Rodeo's operating hours, some Vendors may need to bring supplies onto the site. Please note that designated personnel **MUST** be on hand during the load-in.

There will be no exceptions to this. In order to preserve the site, no vehicles will be allowed on the site during the Rodeo unless authorized by the site Vendor Coordinator; therefore all Vendors must bring their own carts or trolleys in order to transport their supplies from the parking area to their space. Designated vehicle loading times (before the gate opens) may be arranged.

Site Vendor Coordinator

The Site Vendor Coordinator is Optimist Paul Braeaker.

While on the Rodeo Site, please address any problems, questions or concerns directly to them..

Sponsors

The Holstein Rodeo reserves the right to authorize sponsors to sell or distribute freely their product during the Rodeo, at any time and location set by the Rodeo.

Termination of Contract

In the event that the Holstein Rodeo terminates the contract, the Vendor shall cease to occupy and carry on business, and the Vendor shall vacate the premises during nonoperational hours or as specified, in writing by the Rodeo Vendor Site Coordinator.

Alcohol

It is against the law to consume any form of alcohol on the Rodeo site, except when the alcohol is purchased from a licensed concessionaire and consumed inside the licensed area. Violations could put the Holstein Rodeo’s license in jeopardy. For that reason, any person who is found consuming contraband alcohol, or who is found consuming alcohol anywhere (including the Vendors area) that is not a designated licensed area, will be required to leave the Rodeo site immediately and the Vendor fees and/or cost of admission will not be refunded. Vendors are not allowed to drink in the Vendor area and if caught by the Vendor Coordinator, termination of business at the rodeo could be the result.

Important: If you are applying as a food Vendor, please fill out the Special Event Temporary Food Establishment form and include with the rest of your completed application. Please note that the term Food Vendor refers to only those Vendors cooking and or preparing meals, drinks, deserts or treats on site. These vendors will be in the food court. Any Vendor selling package treats; such as chips, chocolate bars, nuts, candies that are already wrapped will not be part of the food court but will be placed throughout the Vendor site for better exposure. Failure to fill out the TFE form will result in the possibility of your not being accepted as a vendor. DO NOT MAIL TO PUBLIC HEALTH.

The deadline for application is April 15, 2011. Successful applicants will be contacted prior to June 01, 2011.

PLEASE COMPLETE AND SUBMIT TO:

Paul Braeaker, Vendor Coordinator

RR#4 Durham, Ontario

N0G 1R0.

Any questions or concerns please contact Paul Breaker 519-334-3288 or email paulbraeaker@gmail.com

By signing this application, you agree to the terms and conditions outlined by the Egremont Optimist Club and the Holstein Rodeo.

Applicant’s signature: _____ Date: _____

Business Name: _____

Your Name: _____

Name of Assistance (one only): _____

Address: _____

City _____ Province _____ Postal Code: _____

Phone (Day): _____ (Evening): _____

(Cell): _____ Fax: _____

E-mail: _____ Website: _____

Please indicate the size of lot required.

_____ **X** _____

Is hydro required? Yes No

Please provide a short description of the items you are selling along with price ranges.

CATEGORY:

Food _____ **Glass** _____ **Jewelry** _____ **Clothing** _____ **Paper** _____ **Wood** _____ **Metal** _____ **Fiber** _____

Other _____

Please provide a brief Biography (please attach any photos or background material).

Each Vendor parking pass along with vendor admission bands will be given out upon arrival for setup, please see the Vendor Coordinator, Paul Braeker for these.

If your application is accepted, a copy counter-signed by Vendor Coordinator, Paul Braeker will be returned to you, along with a Vendors Information package. If your application is not accepted, your cheque will be returned.

To apply to be a Vendor at the 2011 Holstein Rodeo please include the following with your signed application form:

- Completed application form (uncompleted forms will be returned)
- A cheque for \$200.00 plus HST = \$213.00 for each 12' x 12' space. (payable to the Holstein Rodeo). If you are not accepted to the 2010 Holstein Rodeo, your cheque will be returned. NOTE: For Vendors requesting electrical hook-up please include an additional \$40.00 plus HST when calculating the total amount due.
- A copy of your insurance policy showing a minimum of \$2,000,000 liability.
- A maximum of 5 photos of recent work with your name on the back of each photo. If you would like to supply a disc with electronic photos of your work, please make sure that the disc is clearly labeled with the name of your business.
- A stamped, self-addressed envelope, so that we may return your photos and your cheque if your application is not accepted.

Signature of Vendor Coordinator _____

Date: _____