



11th Annual
BARKS BY THE BAY
Canine Festival & Trade Show
Saturday May 27, 2017 – Centennial Park, Trenton
9 am – 4 pm

The Barks by the Bay Committee would like to extend a warm invitation to both new and long-time vendors to participate in the 11th Annual Barks by the Bay Festival, taking place again in Centennial Park, Trenton, situated on the beautiful Bay of Quinte, on Saturday, May 27, 2017.

Participating as a vendor at the Barks by the Bay Festival allows you/ your company to showcase your products and services to the thousands of participants and spectators that attend the festival annually. It's also an opportunity to network with others in the industry.

In 2017, we are excited to announce an exciting line up of entertainment!

Please take a few moments to review the vendor package and complete the required information page before sending it, along with your cheque, to guarantee your space.

Should you require any further information, please contact our City Liaison, Karen Parker at karenp@quintewest.ca or call 613-392-2841 Ext. 4487.

We look forward to seeing all of our old friends, as well as our new friends!

Regards,

Karen Jones
Chair
Barks by the Bay Committee

VENDOR REGISTRATION & CONTRACT

Company/ Organization: _____

Address: _____ City: _____

Prov: _____ Postal Code: _____ Contact Name: _____

Tel: () _____ Fax: () _____

Email: _____ Website: _____

PLEASE COMPLETE AND SIGN THE INFORMATION BELOW *VENDORS MUST LIST ITEMS TO BE SOLD/ DISPLAYED OR NATURE OF ORGANIZATION

BOOTH SIZE: (Please CIRCLE ONE booth size and table requirements - 1 per booth)

1) 10' X 10' \$70.00 TABLE: yes/no

2) 10' X 20' \$90.00 TABLE: yes/no

HYDRO: Additional \$30.00 Hydro (yes/no) voltage required _____

*Water hook ups will be provided to food vendors only. Food Vendor (yes/no)

PRIZE DONATION: I would like to promote my business by contributing an item for a gift basket draw.

Winner will be drawn at the festival on May 27. (Please check one) YES _____ NO _____

SET-UP: Day before Festival between 12:00pm and 6:00pm - OR - Day of Festival between 7:00am and 8:30am.

TEAR-DOWN: Not before 4:00pm.

Mail or drop-off, with cheque, to:

Barks by the Bay
Attn: Karen
P.O. Box 490,
7 Creswell Dr.
Trenton, ON K8V 5R6

I will arrive for set-up on _____(DATE) at _____(TIME) I HAVE READ AND

AGREE TO THE TERMS OF THIS CONTRACT

_____ (signature)

SATURDAY MAY 27TH, 2017 CENTENNIAL PARK, TRENTON

May 27TH, 2017 Centennial Park, Quinte West (Trenton)

VENDORS CONTRACT REGULATIONS

Please read carefully and sign before returning with your cheque

Refunds will not be provided due to inclement weather or for cancellations within 10 days of the Festival starting date.

The Barks by the Bay Committee reserves the right to limit the number of Vendors selling the same or similar products/services as listed on the contract.

Vendors must remain set-up and on site for the scheduled Festival time. **“No early departures please!”**

Choice of Vendor sites will be at the discretion of the Vendor-Coordinator.

Vehicles and/or trailers MUST be parked in the designated vendor parking area, unless they are a part of your display booth/site and are approved by the Vendor Coordinator.

Vendors will be allowed to sell only the products that are listed on the Vendors Contract. (Please attach your product/services list & parking needs).

Vendors will be responsible for their own additional tables, chairs, extension cords or anything else required to operate their sites (hydro & water for food vendors only).

All food vendors must comply with Health Unit and Fire Department regulations and are subject to inspection, and are responsible for submitting their own forms to the Health Unit. Please find attached the necessary forms and regulations for safe food handling.

Vendors must leave the Festival site in a clean condition before departing.

IMPORTANT: In the event of any claims by any person against the Barks by the Bay Committee, the Economic Development & Tourism Services Department or the Corporation of the City of Quinte West, the Holder of this Contract shall indemnify and save harmless, the Barks by the Committee, the Economic Development & Tourism Services Department and the Corporation of the City of Quinte West of any claim, demand or action by such person.

AGREEMENT:

I confirm that I will participate and agree to abide by the Rules and Regulations as stated in this Contract.

Signed: _____ Date: _____

(Please sign and return with your Cheque and Application Form)

FOR OFFICE USE ONLY

Approved by: _____ Vendor Coordinator

Payment Received: \$ _____ Date _____