

# Vendor Application for



**August 9, 10 & 11, 2019**

**Presented by the Town of Midland**

**Submit to:** Town of Midland, 575 Dominion Avenue, Midland, ON, L4R 1R2 or [nmajor@midland.ca](mailto:nmajor@midland.ca)

**Questions:** Nicole Major, Tourism and Special Events Manager 705-526-4275 ext. 3206 or [nmajor@midland.ca](mailto:nmajor@midland.ca)

## **About the event**

The Town of Midland will be hosting four tall ships as part of Tall Ships Challenge Ontario. There will be additional activities at Discovery Harbour, in the Town of Penetanguishene, and Townships of Tay and Tiny. This living history event will feature pillages, re-enactments, Tall Ship tours, hands-on activities, and fife and drums. There will also be an area for artists/artisans and local food producers. This is a rain or shine event.

## **About the vendor area**

The vendor area will showcase high-quality artists, artisans and local food producers.

**Artists and artisans:** Only artists and artisans from Ontario, who are creating unique, original, handcrafted pieces, will be considered with a preference given to those from Midland, Penetanguishene, Tay and Tiny. Mass produced items or items made from patterns not designed by the artist will not be accepted. We will consider fine art (photographs must be numbered), textiles, pottery, sculpture, including wood, glass, and metal, and jewellery. Authors selling their own publications including books, short stories and poetry will also be considered. Exhibitors may not sell items they did not create themselves.

Reproductions of original works of art must not represent the majority of what you are selling and only one of each image may be hung in your booth at a time, while additional reproductions can be available from a designated space/box in your booth. Art cards are acceptable.

**Food producers:** Food producers must feature primarily locally grown and sourced ingredients. Upon acceptance, food vendors must apply for a Food Vendor Licence from the Town of Midland (there is a non-refundable \$25 fee for this licence) and complete a Special Event Application through the Simcoe Muskoka District Health Unit.

All vendors are responsible for their own system for accepting payments. Where applicable, vendors are required to collect and remit all appropriate taxes.

## **Vendor location**

David Onley Park along Bayshore Drive, between King Street and Midland Avenue.

Booth spaces are 10'x10' and the cost is \$200 plus HST (total \$226). Vendors will supply their own tents, grids, display equipment, tables, chairs, etc. Displays may not extend beyond the 10'x10' booth space. Exhibitors may share their booth space and the fee with another artist/artisan, however both must be approved through the application process. The desire to share a booth, or be located near another vendor, must be indicated on the application form. Booth spaces will be allocated by the Town of Midland.

Note, there are no electrical hook-ups within the park and if you require a generator, it must be a whisper-quiet generator.

**Vendor Dates and Hours**

**Friday, August 9 – 6 to 9 p.m.**

**Saturday, August 10 – 10 a.m. to 5 p.m.**

**Sunday, August 11 – 10 a.m. to 5 p.m.**

Exhibitors are required to be on site for both days and all hours of operation.

**Set up and tear down**

Set-up will be on Friday, August 9 starting at 11 a.m. until 6 p.m. Vendors are strongly encouraged to complete their set-up by 5 p.m. Note: that Bayshore Drive will be closing between 5 and 6 p.m. and all vehicles must be removed from the adjacent parking spaces.

Tear down will start at 5 p.m. on Sunday, August 11. Vendors may not tear down prior to 5 p.m.

**Parking**

There will be reserved parking for vendors in a municipal lot adjacent to the park. Only one parking space will be allocated per booth space.

**Security**

The Town of Midland will have security in the park on the Friday and Saturday evenings, however, vendors are encouraged to remove any items of significant value at the end of each day. Neither the Town of Midland, event partners and organizers, or the security company will be held responsible for any loss or damage to items left overnight. Security coverage will start at 9 p.m. on August 9 until 9:30 a.m. on August 10 and again at 5 p.m. on August 10 until 9:30 on August 11.

**Insurance**

Vendors may purchase insurance through the Town of Midland for a total of \$16.25, including tax or may provide their own insurance listing the Town of Midland as an additional insured indicating \$2,000,000 in general liability. Proof of insurance will be required.

**Vendor Information**

<b>Name</b>			
<b>Business Name (if applicable)</b>			
<b>Address</b>			
<b>Town/City</b>			
<b>Postal Code</b>			
<b>Email</b>			
<b>Telephone</b>			
<b>Alt Telephone</b>			
<b>Website</b>			
<b>Facebook</b>			
<b>Twitter</b>			
<b>Instagram</b>			
<b>Insurance</b>	Will provide my own		Would like to purchase through the Town

<b>Booth space – 10’x10’</b>	<b>\$200</b>
<b>HST</b>	<b>\$26</b>
<b>Insurance, if purchasing through Town of Midland</b>	<b>\$16.25</b>
<b>Food vendors only – Food Vendor Licence</b>	<b>\$25</b>
<b>Total:</b>	

**Payment, if selected to participate.**

Payment may be made by credit card or cheque. Payment will not be processed until an exhibitor has been notified of their acceptance and has confirmed their participation. An exhibitor must confirm their participation by 4 p.m. on March 18, 2019 otherwise their space may be offered to another vendor.

Please note that once the vendor confirms their participation, there will be no refund of fees.

<b>Credit Card Number</b>	
<b>Expiration Date</b>	
<b>CVV</b>	

**By cheque**

Cheque should be payable to "The Town of Midland" and mailed attention to Nicole Major, Town of Midland, 575 Dominion Avenue, Midland, ON, L4R 1R2.

**All vendors, please provide a short description of your work or product.**

**For artists and artisans, please also attach a short artist bio.**

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**For artists and artisans - attach 8 to 10 samples of your work. For food vendors - attach 3-5 images of your product.** (images may be emailed with application or submitted on CD/DVD).

	Title/Item	Media	Price	Notes
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