

Application Terms and Conditions

1. Submission of a vendor application package does not guarantee that the vendor will be offered an opportunity to participate at the event. Applications will be reviewed by the City's events staff. Vendors will be notified of their acceptance or non-approval by the City's events staff.
2. To submit a vendor application package, the vendor must be in good standing, must not have violated any rules or regulations, must not have been previously banned from an event and must have paid all fees.
3. Vendor requirements including insurance, public health department approvals, payments, etc. must be received no later than 4:30 p.m. on the Friday, two weeks prior to the event date.
4. Cancellation of an application will only be accepted 30 days prior to event day. Any cancellation after this time will not be eligible for a refund.
5. **Tables, chairs or tents will not be provided to vendors by the City.**
6. A vendor placement may not be in the space that has been requested in the application or may not occupy the same space as in previous years.
7. If the vendor's application is accepted by the City's events staff, then the vendor will be required to agree to and comply with the Vendor Terms and Conditions.
8. Prior to the event, vendors will be sent an email detailing set-up, tear down and parking instructions. If applicable, vendors will be required to complete a Food Vendor Application from the Halton Region Health Department.
9. The City may restrict the number and the type of vendors and may select vendors who best meet the needs of the event as determined by the City's events staff.
10. The vendor must inform the City in advance if the vendor requires any hydro or potable water at the event. Hydro is \$25 for a standard 120V/15 Amp outlet and water is \$25. Access to services will be within 100 feet of the vendor's space. It is the vendor's responsibility to provide an extension cord for the hydro outlet.