



# REGINA CANADA DAY

## Exhibit Vendor Application

Applications are now being accepted for vendors to participate in Regina's Canada Day celebrations on July 1, 2020 in Wascana Park. Canada Day hours run from noon until approximately 10:30 pm when fireworks begin.

### Contact Information

Business Name \_\_\_\_\_ Date of Application \_\_\_\_\_

Contact Name & Position \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

Email \_\_\_\_\_ Cell # \_\_\_\_\_

### Booth Type

Crafts

Retail

Non-profit (info/activity)

### Product Information

Please provide a description of your organization or business operations and provide a detailed list of ALL your products you wish to sell.

### Payment

Submitting payment by Cheque

CREDIT CARD INFORMATION		Crafter Fee \$200.00	Retailer Fee \$600.00	Non Profit Fee \$200.00
Card Type	MasterCard      Visa			(taxes included)
Card Number	_____	Expiry Date (mm/yy)	_____	CVV _____
Cardholder Name (as it appears on Card)	_____			
Signature	_____			Date _____

Fee payable to Regina Canada Day Committee at time of application and will be processed upon approval. Unprocessed cheques will be returned. A copy of a Food Vendor Permit and Insurance must accompany application. Failure to provide this information could result in your application be declined.

For more information contact: [vendor@reginacanadaday.ca](mailto:vendor@reginacanadaday.ca)



DISCLAIMER: The Regina Canada Day Committee shall not be liable for any injury, including death, to any person, or for loss or damages to the property of the vendor or of anyone else, occasioned by or in any way attributable to the Regina Canada Day Committee as a result of any activity staged during Regina Canada Day Celebrations.

Regina Canada Day Committee, P.O. Box 881, Regina, SK S4P 3B1



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## Exhibit Vendor Rules & Regulations

### Vendor Selection

Vendors for the Regina Canada Day Celebration are selected based on their application submission. Submission of the application does not guarantee acceptance to the event. Vendors will be contacted to confirm their participation in the celebration, or otherwise.

**Application Deadline: May 1, 2020**

### Fees

- Exhibit Vendor fees for 2020 will be \$200 Crafter, \$600 Retailer, \$200 Non-profit (taxes included). These fees are based on a 15 x 15 single lot/space. Additional space will be subject to additional fees.
- Payment must be received with application. Payment will be processed after application has been approved.
- Cancellations must be done in writing prior to June 15, 2020 to receive a refund minus a \$50.00 administration fee. After this date, no refund will be issued. This event will take place rain or shine. No refunds will be issued due to weather related causes.

### Booth Restrictions & Safety

- Vendor booths must be portable and equipped with all required appliances and safety devices.
- Regina Canada Day Committee does not supply any additional equipment.

### Vendor Guidelines

- All booths must be set up by 10:00 am and all vehicles MUST be removed from the site unless otherwise indicated.
- Failure to set-up by 10:00 am may result in refusal to enter the site.
- All booths are to be dismantled and removed by 11:00 pm.
- Vendors are expected to keep their booth clean and assist with ensuring the best possible experience for participants.
- Henna booths are subject to inspection by Regina Qu'Appelle Health District. If a vendor is not in compliance with RQHD requirements, you may be asked to leave.
- Vendors located on the grass must ensure their tires are on plywood.
- Vendors are responsible for all licensing and permits.

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# Prohibited Items

- There is absolutely not to be any sort of weapons, toy guns, or any type of war toys that promote violence for sale.
- Vendor may only sell, or display products listed with this application.

# Grounds Maintenance

- Grounds must be maintained at all times in a high state of cleanliness including timely pick-up and removal of garbage and waste.
- Ensuring there is no damage to the grounds. Vendors may be responsible to reimburse Regina Canada Day Committee for the costs of any repairs or cleaning arising out of the vendor's use of the site.
- All garbage is to be removed from your site. The site should look as it did when you arrived.

# Insurance

Crafters, retail and non-profit vendors are required to provide a certification of insurance indicating a minimum of two million dollars (\$2,000,000) of comprehensive general liability coverage. In addition, the certificate of insurance must name "Regina Canada Day Celebration" as an additional insured under the policy. This certificate must be included with your application.

For more information contact: [vendor@reginacanadaday.ca](mailto:vendor@reginacanadaday.ca)

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