



2010 VENDOR Application

Thank you for your interest in the fifth annual Faery Fest!
Riverside Park, Guelph, June 18th and 19th, 20th 2010.

Application deadline: Friday April 2nd 2010

Be sure to include the following in your application. Check the items off as you do them to make sure your application is complete.

- Fully completed application form.
- Signed Faery Fest Code of Conduct
- Photos of any products/services that have not been at previous FaeryFest events.
- Photo or diagram of your booth for new vendors or if there are any major changes.
- Cheque or money order for booth(s) and web service. Payable to **Faery Fest Inc.** If you are not selected, your cheque will be returned.

Please mail completed applications to:

**Enchanted Ground Vendor Committee
7 Lockyer Road
Guelph ON N1G1J9**

Booth Size

10'x10' actual space mapped is 12' x 12' to allow for guy lines. Fees are \$75 per booth. If your booth will extend beyond this space (or you require extra space) we ask that you purchase a second booth space at a cost of \$25.00. **Vendors are responsible for providing all tents, tables, chairs etc. that may be needed for the booth.**

Application Timeline:

Applications from new vendors and returning craft/service/food vendors with new products will be reviewed. We will look at each product line separately and make decisions on each of them. Please include at least one photo of each product line that you would like to bring to Faery Fest 2010. All products must be of high quality, preference will be given to handmade items. Vendors may be required to remove items which have not been approved.

If you are a vendor returning to Enchanted Ground from previous years, then your previous product lines will be approved. Any new product lines from any vendors will undergo the jurying process. In order to return, vendors must have followed the Faery Fest Quality and Code of Conduct in previous years.

Applications received after **Friday April 2nd 2010** will only be considered if product/service is unique and space remains. Selected applicants will be notified by mail/e-mail and will receive detailed information and a vendor agreement after the appropriate jury meeting.



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Contact Information

Contact Name:		
Business Name:		
Ontario Business Liscence Number:		
Address:		
City:	Province:	Postal Code:
Phone:		
Email:		
Website:		

Craft, Resale and Service Vendors

Faery Fest is a small but growing juried show. Please list all the different products you are proposing to sell. We will look at each product line separately and make decisions on each of them. Please include at least one photo of each product line that you would like to bring to Faery Fest 2010. All products must be of high quality with preference given to handmade items. Vendors may be required to remove items which have not been approved.

List Products/Services with approximate pricing: (Use a separate sheet if necessary)

Do you make ALL items by hand? **YES** **NO**

If **NO**, please explain how your product or service meets the high quality standards of Faery Fest Inc. and how it fits within the Enchanted Ground theme.



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Food Vendors

Please attach **full menu** to be served. Each menu item will be considered individually

List All Menu Items with approximate pricing: (Use a separate sheet if necessary)

Accepted food vendors will receive Wellington-Dufferin-Guelph Health Unit forms to be completed be sure to list all items you might prepare on these. Food vendors will be responsible for ensuring that health regulations are followed.
Electricity will be provided.

All Vendors

Please list other events you have at which you have sold your products.

Are there any specific requests for booth location or setup? Requests will be considered and granted based on merit and benefit to the overall event.

Note: Electricity will be provided for all food vendors and is very limited for other vendors. Last minute calls for electricity may not be possible. Extension cords are the responsibility of the vendor.



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Vending Fees:

\$75 for a single 10' x 10' booth
\$25 for each additional 10'x10' space

Remember, you need to supply your OWN tent and displays

Initial booth requested		X \$25.00	\$75.00
Additional booths requested			

Website Listing:

Business name & link to current website (if applicable)	Included with Vending Fee	
Name and link, plus 25-word description & photo	\$15	
Full-page listing (unlimited text, up to 5 photos)	\$50 (renewable yearly)	
Mini-website (unlimited web-pages within the Faery Fest site; full editing control via user account; unlimited photo uploads)	\$100 (renewable yearly)	

Faery Fest reserves the right to edit or remove website content to meet our editorial standards.

TOTAL		
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Please make cheques payable to **Faery Fest Inc.**

**Enchanted Ground Vendor Committee
7 Lockyer Road
Guelph ON N1G1J9**

******* Thank you for Applying to Faery Fest Inc's Enchanted Ground! *******



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Faery Fest Code of Conduct

1. Faery Fest is an outdoor event which runs regardless of weather.
2. Booths must reflect the enchanted theme, this includes tables being covered or skirted appropriately. Remember that this is a fantasy event not a historical re-enactment. Decorating materials to consider include flowers, garlands, sparkly items, natural elements.
3. Accepted vendors are provided with a space to sell their products/services. Vendors are responsible for providing all required items for their booth space including tents, extension cords, tables, chairs, change floats, etc.
4. All booth personnel must be costumed according to the enchanted theme. Consider bright colours, flowing fabrics, flowers, wings, fantastic or mythological characters. Please avoid "modern" clothing like running shoes and baseball caps.
5. Faery Fest may require vendors to remove items that have not been approved or that do not meet the quality or theme standards set by Faery Fest. Vendors wishing to sell product lines not on original application must have these items approved by vendor committee before they are displayed to public. Unacceptable wares include but are not limited to:
 - marked-up resale of items from discount stores, dollar stores, or thrift stores, etc.
 - items that are poorly made by vendor or anyone else
 - items that do not thematically fit Faery Fest
6. Vendors and their staff should behave and dress in a manner acceptable for a family friendly event. Profanity is unacceptable.
7. Booths must be open and staffed for the entire time the festival is open. Hours will be set closer to the event.
8. Smoking is only permitted out of the view of patrons. Please check wind direction and confirm with neighbouring vendors before smoking behind your booth. Cigarette butts should be contained and disposed of in the trash when cooled.
9. Please ensure that garbage is deposited in one of the trash cans on site not left on the ground in or around the booth.
10. The vendor is responsible for booth staffing, collecting and remitting sales taxes, business insurance, and any required Ontario business licences and all other aspects of running their booth.
11. All vehicles must be off site and in the designated parking area by the times to be specified in the acceptance package. This is generally 30 minutes before the gates open to the public but this is subject to change. **No additional vehicles will be allowed to enter the site within 10 minutes of this time.**
12. At the end of each day, vehicles will be permitted onsite only when all guests have left the park. This decision will be made by the site manager or vendor committee only.
13. All electrical devices and cords MUST be CSA approved and appropriate for the use to which they are applied. There WILL be a certified electrician on site conducting inspections during and after setup and any defective or inappropriate items will have to be changed or removed.

I, _____ (print name) certify that I have read and agree to follow the Faery Fest Code of Conduct. I further agree that I will ensure that any personnel working or volunteering in my booth also follow these standards. I understand that failure to comply may result in my being required to leave the event and may prevent my acceptance for future events.

Signed: _____ Date: _____