



2024 VENDOR APPLICATION

VENDOR INFORMATION :

Type of Vendor Food Other

Business Name: _____

Contact Person: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Cell: _____

Email/web site: _____

INFORMATION TO BE SUBMITTED WITH APPLICATION:

- List of festival experience
- References, if available
- Photo of set-up at a previous festival
- Dimensional layout that includes tent space, trailer overall length including hitches as well as all BBQs, tables, barricades, major appliances etc. BBQs and cooking equipment must be 10 feet from any structure.
Note: All equipment must meet local fire regulations.
- Deposit cheque for \$100.00, currently dated and payable to **Kitchener Blues Community Inc**
- **Priced menu or list of items to be offered for sale**
- **NOTE: All Food Vendors must have a Kitchener business license.**

The Festival reserves the right to request adjustments to menus to reduce duplication

LOCATION SIZE AND PRICING

- 10 x 10 area (Street) - \$750.00 + HST = \$847.50 (**Non-food vendors only**)
- 10 x 10 area (Victoria Park) - \$1,000 + HST = \$1,130.00 (**Non-food vendors only**)
- up to 10 X 30 area (Street) - \$1,100.00 + HST = \$1,243.00
- up to 10 X 30 area (Victoria Park) - \$1,250.00 + HST = \$1,412.50

**** COMPLETE SETUP INCLUDING HITCHES MUST FIT WITHIN THE REQUESTED SPACE****

HST #88445 9108 RT0001

PREFERRED LOCATION:

- Downtown Kitchener; King St. between Young and Frederick St. (Fri. Aug 9th – Sun. Aug 11th)
- Victoria Park Kitchener; @ Clock Tower Stage (Thu. Aug 8th – Sun. Aug 11th)
- Either

Note: There are a limited number of spaces available. Acceptance of applicants and the assignment of space is at the sole discretion of the Kitchener Blues Community Inc. (KBCI)

CITY OF KITCHENER FIRE DEPARTMENT

Please see the attachment: "Public Events: Fire Safety Requirements for Vendors"
Vendors are responsible to ensure they comply with all city fire codes and regulations.

ELECTRICAL REQUIREMENTS

Vendor fee includes **one 110V/15A** circuit.

Any additional power requirements beyond the standard provision must be specified at the time of application. Electrical charges will be included on final festival participation invoices and must be paid in full before the due date.

See attached form for electrical options. Indicate the total quantity and type of plug(s) you require. PLEASE RETURN THIS FORM WITH YOUR APPLICATION.

NOTE: VENDORS WILL BE SUPPLIED ONLY THE ELECTRICAL SERVICE REQUESTED.

ACKNOWLEDGEMENT RE: VENDOR TERMS AND CONDITIONS 2024

I have read and fully understand the Vendor Terms and Conditions 2023 included with this application and, if accepted as a vendor, agree to abide by them.

Vendor Name: _____

Printed Name: _____ Date: _____

Authorized Signature: _____

Mail your application, including the additional information required and deposit cheque, to:

**Kitchener Blues Community Inc.
P.O. Box 26039 - 250 King St. W.
Kitchener ON N2G 0A4**

Direct inquiries to: vendors@kitchenerbluesfestival.com

If your application is approved, Vendors will be notified by e-mail.

Please submit your completed application forms with all required information along with your deposit by: May 10, 2024.

The balance of your required festival documentation, along with your final payment MUST be received by: June 14, 2024.

Electrical Requirements Form

Complete and return this form with your application and deposit.

Business Name:		Telephone Number:		
Contact Name:		Cel Number:		
Address:		E-mail:		
City:				
Province:				
Description	Plug Style	Quantity	Rate	Total
20 Amp 125/250V Twistlock Plug			\$100.00	
30 Amp 125/250V Twistlock Plug			\$150.00	
30 Amp 125/250V RV/Trailer Plug			\$150.00	
50 Amp 125/250V Twistlock Plug			\$200.00	
50 Amp 125/250V Stove Plug			\$200.00	

- This form must be accurately filled out and electrical must be paid for before connection
- All equipment must pass Electrical Safety Authority inspection and have recognized certification Agency or recognized field evaluation Agency Markings (see below)
- Any additional expense incurred to connect/adapt your equipment must be paid for at the time of connection

I _____ hereby state that the above information is accurate and that any additional charges for repair, connection etc. undertaken by the festival's electrician to connect to the festival's electrical supply is undertaken by my authority and will be paid to the Kitchener Blues Community Inc. **All payments are C.O.D. without exception.**

Authorized Signature of Applicant: _____

Date: _____

Recognized Certification Agency Markings



Recognized Field Evaluation Agency Markings



FOOD VOUCHER PROGRAM FOR VOLUNTEERS

The festival relies on many volunteers who work long and hard to ensure its success. The festival offers a food voucher program to volunteers whereby they are issued \$9.00 vouchers that they can use when purchasing from food vendors who participate in the program. Only one voucher may be used per food transaction.

Participating vendors will be listed in the volunteer handbook.

Food vouchers will be collected from vendors throughout the festival event. At the end of the festival, vouchers are collected, and vendors are paid \$6.00 for each voucher used by a volunteer to purchase food at their location.

Payment to the vendor is by mailed cheque after the festival.

We hope that our festival food vendors will participate in this program to show appreciation to the hard-working volunteers.

Payee name for food voucher re-imbusement cheques:

- I **WILL** participate in the Food Voucher Program
- I **PREFER NOT** to participate in the Food Voucher Program