



Welland Floatfest POLICIES & PROCEDURES

Location of event: **Rotary Park/Scuba Park**

Event Dates /Times: **July 9th, 2023**

The Welland Floatfest reserves the right to include or exclude vendors at its sole discretion.

Fees: **Food vendors \$100 - Artisan Vendors \$50**

All fees must be paid by June 1st, to participate in Welland Floatfest. All fees must be paid by Cash or Cheque and mailed or dropped at the location noted below:

20 Spencer St. Welland, Ontario L3B-3W2

e-transfer is also available: payments.wellandfloatfest@gmail.com
(this is Auto deposit, please add your business name in the memo)

Location: Location will be assigned the day of the event. Set Up Time must be prearranged.

Vendor Responsibilities:

1. All vendors must abide by all applicable Municipal, Provincial, and Federal laws, bylaws, statutes, and regulations. The appropriate authorities can make periodic inspections of your vehicle/trailer/stall at Welland Floatfest during vending times.
2. All Vendors agree to be set up and able to start vending by 10:00am on the day of the event. This is the earliest vending time available. Vendors can start arriving at 7am.
3. Vendor parking is on site – You will be assigned a parking spot the day of the event and are allowed 1 car only.
4. All food vendors must provide their own water station in accordance with Niagara Regions Requirements for Special Event Food Vendors. Potable water can be arranged at a nominal fee from the local Water Vendor.
5. All vendors must provide their own power source. **We will have limited generators available for power. If you require assistance, please let us know in advance. No guarantees. We strongly recommend you make arrangements.**

6. Food vendors must have a valid City of Welland Business License and a Fire Inspection Permit. If you require assistance, please contact the Bylaw Enforcement Officer. For more information go to – www.niagararegion.ca/living/health_wellness/inspection/food-vendor-guidelines.aspx
7. Vendors are required to provide their own table (as required) which cannot exceed 8 feet in length. Vendors are responsible for their own tents (as required) and cannot exceed 10x10 in size.
8. Vendors must manage their tear down to coincide with our fireworks display which is scheduled for 10:00pm on July 9th, 2023, at a time no later than 30 minutes prior to the beginning of the fireworks display (approx. 9:30pm) **NO vendor shall move vehicle/trailers/stalls during Welland Floatfest without pre-arrangements made with Welland Floatfest.**
9. No modification or additional structure may be made, other than a portable selling space or sunshade, to the inside or outside of any stall space.
10. All vendors are required to clean up their stall space and dispose of their garbage at the bins located on site. No tables or supplies of any kind are to be left onsite on Sunday after 10:00 pm
11. All vendors must have a sign with the business name prominently displayed in the front of their stall. The sign must be of reasonable size and permanent nature.
12. Vendors may not circulate through the crowd to solicit business; any sampling must be done from the vendors designated space.
13. Vendors are not permitted to smoke in or behind vehicle/trailer/stall areas or in any area frequented by customers.
14. Vendors shall not physically or verbally hinder any person(s), use inappropriate language, sublet their stall, or use sound equipment.
15. If you have any complaints on the day of the event, please email us at **info.wellandfloatfest@gmail.com** and someone from the event will be there shortly to talk to you.
16. No stalls are to be used for the distribution of any pamphlets, brochures, or other printed materials, unless promoting the products of the Vendor.
17. The Welland Floatfest will not be responsible for any loss, damaged, or stolen property, nor take responsibility of any injury of persons as a direct result of your stall/truck/booth/business.