



416.921.0857  
237 Carlton St.  
Toronto, On. M5A 2L2  
bia@cabbagetownTO.com  
www.cabbagetownTO.com

## **CABBAGETOWN FESTIVAL 2017: NOT-FOR-PROFIT VENDOR APPLICATION**

**Saturday, September 9<sup>th</sup> 11am-10pm & Sunday, September 10<sup>th</sup> 11am-7pm**

Name of Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Contact Position: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

Twitter: \_\_\_\_\_ Instagram: \_\_\_\_\_

Facebook: \_\_\_\_\_

Festival Day-Of Contact Person: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### **Proposed Activation Description (provide a description of your onsite set up):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Each vendor is responsible for their own individual expenses incurred in the setting up and the operating of their own booth including their own liability insurance. **A copy of your current insurance policy must be submitted to the festival in order to get final approval to attend the festival. The Cabbagetown BIA and City of Toronto, must be listed as additional insured, as follows:**

- 1.) The Board of Management of the Cabbagetown Business Improvement Area  
c/o City of Toronto Economic Development & Culture Toronto, ON M5H 2N2**
- 2.) City of Toronto 100 Queen Street West Toronto, Ontario M5H 2N2**

### **Note:**

- There are a limited number of spots. Apply today! Applications will be reviewed and approved on a monthly basis.
- Application Fees are non-refundable.
- We operate rain or shine.
- You will receive a 10X10 area for the duration of the festival (11am - 10pm on Saturday September 9<sup>th</sup> & 11am - 7pm Sunday, September 10<sup>th</sup>, 2017). Set up times will be communicated closer to the festival date. All vendors must supply their own tents and any fixtures. Tents must be weighted to withstand wind.
- It is not mandatory to keep your vendor booth active beyond 7pm on Saturday. If you choose to operate your booth past 7pm and require lighting you must provide your own self powered lighting.



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- All drugs and drug paraphernalia are strictly prohibited from being sold and/or displayed.
- The Cabbagetown Festival is not responsible for your any loss or damage over the duration of the two-day Festival.
- Tear down is Sunday, September 10<sup>th</sup> 7pm-8pm. Vendors still occupying space on the street as of 8pm will be removed by security at the vendor's cost.

## **Fees:**

**Early Bird Fee: \$150.00 + HST (application and payment must be received by 4pm on Friday, April 28<sup>th</sup>, 2017)**

**General Fee (after, April 28<sup>th</sup>, 2017): \$200.00 + HST**

## **To Apply:**

### **STEP ONE OF TWO**

In a single email addressed to [meagan@curatedbym.com](mailto:meagan@curatedbym.com) and [liz@curatedbym.com](mailto:liz@curatedbym.com) send the following two items. Emails not including both items can unfortunately not be accepted.

- ITEM 1) A scan of you completed and signed application form
- ITEM 2) A PDF of your current insurance

### **STEP TWO OF TWO**

Send your cheque made payable to Cabbagetown BIA totaling \$169.00 (inclusive of HST), dates no later than April 28<sup>th</sup>, 2017 (or cash) and short note letting us know the name of your business, contact name and phone number, as filled out on your application to the following address:

Cabbagetown BIA  
237 Carlton Street  
Toronto, Ontario  
M5A 2L2

**\*To deliver in person, please call 416-921-0857 to arrange a time.**

**Please note your application will be reviewed by the festival committee for approval and only once payment has been received. In the event you are not accepted, your application fee will be returned.**

Signature of Application Acceptance:

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_