



# Cambridge Riverfest

## Riverbluffs Park - June 5, 2010

### VENDOR APPLICATION INFORMATION

Dear Vendor:

On Saturday June 5, 2010 Cambridge will once again be hosting the 27th Annual Cambridge Riverfest taking place in Riverbluffs Park. You are cordially invited to submit an application to participate as one of our Vendors. Over 4,000 people attend across the day for the various activities. This is a great way to advertise your business and meet people from this community!

To simplify our vendor registrations this year, we are using only one application form. Please check off the things that apply to your business only.

There will be four kinds of vendor representations at Riverfest this year.

- 1) Information distribution only by a non profit group  
Fee: No charge
- 2) Information or non-food sample distribution by a registered business  
Fee: \$75.00
- 3) Sales of any product or material  
Fee: 100.00
- 4) Sales or giving samples of food by commercial food vendors  
Fee: \$300.00 + hydro @ \$50.00 per required outlet

The registration process is as follows:

- All applications must be received by the Riverfest Committee by Friday May 21, 2010. Submissions received after this date will be put on a waiting list.
- The application must include a cheque for the booth fee. No cheques will be cashed until your application has been approved. An NSF cheque will void the application.

#### **Required Documentation for items 2, 3 and 4**

- **Electrical Use for Special Events Form:** (if required)

This form must accompany your application. All electrical equipment will be subject to an inspection on the day of the event.

- **A Business License:** Required for item 4 for this event.

This must be obtained from the City of Cambridge at no charge 30 days prior to the event. It is subject to the vendor satisfying the requirements of the City of Cambridge for Health and Fire Department inspections if needed. Intent to cook any food on site must be declared in order to obtain this license.

**A Business License package will be sent to you once your Riverfest Vendor Application has been approved.**



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### VENDOR APPLICATION FORM

Company Name: \_\_\_\_\_

Vendor Name: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ email \_\_\_\_\_

Description of your product: \_\_\_\_\_

Please circle the the kind of vendor status you are applying for.

- |  |   |
|--|---|
| 1) Information distribution only by a non profit group<br>Fee: No charge | 2) Information or non food distribution by a registered business<br>Fee: \$75.00                                      |
| 3) Sales of any product or material<br>Fee: \$100.00                     | 4) Sales or giving samples of food by commercial food vendors<br>Fee: \$300.00 + hydro @ \$50.00 per required outlets |

Description of your Display: trailer, tent, tables etc. \_\_\_\_\_

Number of 110 volt outlets for your location: \_\_\_\_\_

Please note: Riverfest will provide tables ONLY on an 'as available' basis

#### **For commercial food vendors only**

Description of Fire Supression equipment: \_\_\_\_\_

Signature of Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Fee inclosed \_\_\_\_\_

For office use only: Cheque Money Order Cash Date Received: \_\_\_\_\_

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Cambridge, ON N1R 8S1

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