



Cambridge Riverfest

Riverbluffs Park - June 2, 2012

10:00 AM till 4:00 PM

VENDOR APPLICATION INFORMATION

Dear Vendor:

On Saturday June 2, 2012 Cambridge will once again be hosting the 29th 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: \$125.00
- 4) Sales or giving samples of food by commercial food vendors
Fee: \$300.00 + hydro @ \$50.00 per required outlet

Please note: To avoid traffic and pedestrian issues, all vendors must agree not to leave the site before the event officially closes at 4:00 PM

The registration process is as follows:

- All applications must be received by the Riverfest Committee by Friday May 11, 2012. 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.



Cambridge Riverfest

Riverbluffs Park - June 2, 2012

VENDOR APPLICATION FORM

Company Name: _____

Vendor Name: _____ Address: _____

City: _____ Prov: _____ Postal Code: _____

Phone #: _____ Fax: _____ email _____

Description of your product or service : _____

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

- | | |
|--------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 1) Information distribution only by a non profit group
Fee: No charge | 2) Information or non food distribution by a registered business
Fee: \$75.00 |
| 3) Sales of any product or material
Fee: \$125.00 | 4) Sales or giving samples of food by commercial food vendors
Fee: \$300.00 + hydro @ \$50.00 per required outlet |

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 the safety of all guests, all vendors are required to stay in their
area until 4:00 PM

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: _____

Cambridge Riverfest PO Box 669 1st Floor, 50 Dickson St
Cambridge, ON N1R 8S1

Voicemail: 519-740-4681 X 7499 Fax: 519-740-7302

Email: info@cambridgeriverfest.com Website: www.cambridgeriverfest.com

