



Township of King

Special Event Vendor Package





CALLING ALL ARTISANS, & CRAFTERS!

King Township is hosting a variety of events this year and we are looking for vendors to join us! To ensure there is much to see and do at our events, we are inviting a wide array of artisans, crafters and more.

BENEFITS OF PARTICIPATING

- Unique event marketing opportunities to showcase your business and/or talents.
- Personal interaction with event guests & attendees – introduce yourself to new neighbours.
- Advertising and media exposure where available.

VENDOR RESPONSIBILITIES

- Set up at designated time and tear down will take place after event completion.
- All vendors are expected to provide their own chairs, tables and tents, unless otherwise stated or if rented from the Township for an additional fee.
- All vendors selling food must comply with York Health and submit their own vendor applications to York Health a minimum of 10 days prior to the event.
- Prices should be fair market value. Cooperation, not competition, is encouraged at our events.
- Maintain a clean and tidy area throughout the event – leaving a clean area at the end of the event.
- Please dress for the weather, many of our events occur outdoors.

Thank you for your interest in being a vendor at our 2024 King Township Events!

Kindly take a few minutes to complete the vendor form and send it to events@king.ca.

Vendor Opportunities

Please select one or more events from the following options:

Cold Creek Maple Syrup Fest

March 9 | 10am-2pm | Cold Creek Conservation Area

- Outdoor 10x10 space \$50.00
- Outdoor Pavilion 10x10 space \$75.00

Community Yard Sale

May 4 | 8am-2pm | Trisan Centre

- Indoor 8ft table \$25.00;
- Indoor 2 x 8ft tables \$35.00;
- Indoor 2 x 8ft tables & 1 x 6ft table \$45.00

Nobleton Victoria Day

May 20 | 12pm-4pm or 12pm-dusk | Nobleton Community Park

- Outdoor 10x10 space until 4pm \$100.00
- Outdoor 10x10 space until dusk \$150.00
- Food Truck 10x24 space until dusk \$350.00

One of a King Holiday Market

November 23 & 24 | 10pm-5pm | King Township Municipal Centre

- Indoor 6ft table \$150.00;
- Indoor (non-heated) 8ft table \$125.00;
- Heated Tent 10x10 space \$100.00;

Nobleton Tree Lighting

December 1 | 4:30pm-7:30pm | Nobleton Library

- Outdoor 10x10 space \$75.00

Vendor Details

Business Name: _____

First & Last Name: _____ Phone #: _____

Street Address: _____ City: _____

Province: _____ Postal Code: _____

Email: _____

Products: _____

At my booth, I will accept these payment options:

Cash Credit Debit

Are you interested in other opportunities that may arise?

Yes No

GUIDELINES:

- The Township of King will not be responsible for personal injury nor for the damage, loss or theft of property of any persons or individuals howsoever arriving or occurring.
- All individuals shall endeavour to keep the premises clean by placing waste appropriate receptacles.
- The Township of King is not responsible for any individual property brought onto the site at any time.
- No flammable objects or liquids are to be used for any purpose.
- No smoking will be allowed in any facility or on the grounds.

IMPORTANT INFORMATION:

- Spots are limited – submit your application early.
- Full payment **MUST** be received no later than 30 days in advance of the event. Non-receipt of full payment by King Township will be deemed as evidence of cancellation and your reserved booth may be sold to an exhibitor on the waiting list.
- All vendor fees are plus applicable taxes
- Vendors may cancel to receive an 80% refund by giving written (email or hard copy) notice to the Event staff no later than 15 days before the event. After this date, there are no refunds for cancellations.
- Any vendor who does not comply fully with the attached Vendor Agreement will immediately have their vendor privileges cancelled without a refund.
- All events are subject to change. Event staff will make every effort to communicate any changes 60 days in advance, where possible.
- Online payment can be made by creating an account at townshipofking.perfectmind.com. Please indicate what payment method you prefer and a staff will be in contact with you.
- Cheques must be made out to the **Township of King**. Please mail cheques to:

Township of King
Attn. Special Events
2585 King Road
King City, ON
L7B1A1

Payment Method:

Cheque

Online (Credit Card)



EVENT VENDOR AGREEMENT / RELEASE AND WAIVER FORM

ATTENTION: PLEASE READ THE FOLLOWING CAREFULLY

(If you are under 18 years of age, a parent/guardian signature is required)

I, by signing below, in participating in the events indicated and in consideration of the organizing stakeholders and the Township of King (the “Township”) allowing me to participate in this event and related activities, fully understand and agree to the following:

1. I will not be considered to be an employee or independent contractor of the Township.
2. No fee, payment, salary, wage or employee benefits (such as accident, disability, medical, dental or other insurance coverage) whatsoever will be paid to me, by the Township and I will not be covered by the Township’s Workplace Safety Insurance Board coverage.
3. I acknowledge that performing event activities may involve certain elements of risk or the chance of an accident and I hereby release the event stakeholders, the Township and its elected officials, officers, employees and agents and their respective successors, assigns, heirs, and executors from all claims for loss, damage, or injury, except for that which is caused solely by the negligence of the Township, its employees, or its agents.
4. I will abide by all applicable event policies and rules as may be amended from time to time and will follow all instructions of the appropriate event management staff in carrying out activities.
5. I will not use facilities, equipment and property without the approval of an event management staff.
6. I will not use facilities, equipment and property owned or rented by event organizers or by the Township for personal purposes.
7. I will immediately notify the appropriate event supervisor or management staff of any incident that involves property damage or personal injury to myself or any other person during my participation in event activities.
8. I hereby give my permission to the Township and Event Stakeholders for the use of my picture, taken by a photographer employed by or volunteering for the event in any promotional material including advertising, brochures, publications, website, video productions and other uses.
9. I waive the right to any fee or compensation for either the photographic setting or the use or reproduction of any resulting photographs.
10. I understand that these materials may be used by the event stakeholders or its agents, sponsors or partners.
11. I shall comply with all applicable provincial orders and directives, guidelines of public health authorities for the Province of Ontario and York Region Public Health, and, if application any protocols and guidance issued by applicable governing bodies.

By signing this form:

- I acknowledge that I have read and understood the preceding conditions, release, and waiver; and
- I agree to the preceding conditions, release, and waiver.
- I have been provided this document in advance and have had the opportunity to review and obtain independent legal advice on the terms and have asked any clarification questions I may have.

If the volunteer is under the age of 18, by signing this form as a parent or guardian:

- I acknowledge that I have read and understood the preceding conditions, release, and waiver; and
- I agree to the preceding conditions, release, and waiver as they apply to my child.
- I have given permission for my child to participate as a volunteer in the event listed above.

Print Name:

Signature of Vendor: _____

Date: _____

For Vendors aged 14 to 17 years:

Print Name:

Signature of Parent/Guardian: _____

Date: _____

The personal information contained on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act (28-2) and will be solely used for Township's event operational and promotional activities. Any questions regarding the collection, use or disclosure of information should be forwarded to the Clerks Department at the Township of King, 2585 King Road / King City, ON / L7B 1A1 / 905 833 5321.

_____ Township of King _____

