

Vendor Registration Form 2021

Thank you for your interest in being a vendor at the One of a King: Handmade Holiday Market on Saturday, November 27th, 2021 from 10am-2pm. Kindly take a few minutes to complete the Vendor Registration Form and email it to kingmuseum@king.ca or mail to the address above. Please read all information listed below. An Information Package will be distributed to confirmed vendors once registration and payment is complete. Please note - If you are under 18 years of age, parental/guardian permission is required.

Business Name: _____

First & Last Name: _____ Phone #: _____

Address: _____ Email: _____

Products: _____

VENDOR INFORMATION:

- Indoor spaces are limited.
- Please bring your own tablecloth and any props required for your table set-up.
- Set-up is from 8:00 am to 9:45 am on Saturday, November 27th (show opens at 10 am).
- All vendors selling food must complete a copy of the Vendors Application form from York Region Public Health

VENDOR FEES (please select one):

Laskay Hall - Inside, heated **\$100**

- Includes one 8 foot table and 2 chairs.
- Power available upon request.
- Proof of Covid-19 vaccination required

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Train Station - Inside, not heated **\$75**

- Spaces vary, includes one 8 foot table and 2 chairs
- Power available upon request.
- Proof of Covid-19 vaccination required

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Outdoors **\$50**

- 10' x 10' space available
- No power available

☐



King Heritage & Cultural Centre
2920 King Road, King City ON L7B 1L6
905.833.2331 | kingmuseum@king.ca

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 in 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 except in designated areas.

IMPORTANT:

- Spots are limited – submit your application early.
- Full payment MUST be received by November 12, 2021. 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.
- Vendors may cancel to receive an 80% refund by giving written (email or hard copy) notice to the King Heritage & Cultural Centre staff by November 19, 2021. 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.
- 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
c/o the King Heritage & Cultural Centre
2920 King Rd.
King City, ON
L7B 1L6

Payment Method:

- ☐ Cheque
- ☐ Online (Credit Card) *if selected, staff will follow up for next steps

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 One of a King: Handmade Holiday Market, 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.
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 and I will not be covered by Workplace Safety Insurance Board coverage.
3. I acknowledge that vendor activities may involve certain elements of risk or the chance of an accident and I hereby release the event stakeholders, the Town 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 One of a King: Handmade Holiday Market applicable 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 One of a King: Handmade Holiday Market organizers or by the Township for personal purposes.
7. I will immediately notify the appropriate event management staff of any incident that involves property damage or personal injury to me or any other person during my participation in event activities.
8. I hereby give my permission to the Township of King and One of a King: Handmade Holiday Market 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 applicable, return to sport protocols and guidance issued by the Permit Holder's national sport organization and provincial sport organization.
12. I understand that I must comply with the attached memo regarding the Township of King proof of vaccination policy.

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.

If the vendor 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 vendor in the event listed above.

Print Name: _____ Signature of Vendor: _____

Date: _____

For Vendors Aged 14 to 17 years:

Print Name: _____ Signature of Vendor: _____

Date: _____

Memo

TO: Township Vendors and Contractors

FROM: The Township of King

RE: Reminder of Proof of Vaccination Disclosure Prior to Entry into Indoor Township Facilities for Purposes of Undertaking Works for the Township as of November 1st, 2021

DATE: Friday, October 29th, 2021

To whom this may concern,

As part of the Township of King's efforts to reduce the spread of COVID-19, the Corporation has developed and implemented a corporate-wide Mandatory Vaccination Policy, pertaining to Township employees, vendors and contractors accessing indoor Township facilities for purposes of carrying out work for the Township of King.

As of **November 1st, 2021**, any vendor and/or contractor who requires access to a Township facility to complete such works, will be required to show proof of vaccination (two confirmed doses, with a minimum of at least 14 days following the final dose) as a condition of entry. Any vendors or contractors who fail to disclose proof of vaccination will **NOT** be permitted to enter the facility. Acceptable proof of vaccination format includes downloaded or printed copies of your existing vaccine receipt or enhanced vaccine certificate with a QR code. Township staff are also required to confirm that the name and date of birth on the proof of vaccination matches the person's ID.

This correspondence being circulated as a reminder to advise your staff of this Township of King mandate, and to avoid any situations of entry refusal due to non-disclosure. [Active Screening](#) prior to entry will still be required, at which point the vendor/contractor will show their screening results and proof of vaccination to be permitted into the facility by a Township of King employee.

Thank you for your understanding.

Additional Resources:

- COVID-19 in Ontario: <https://covid-19.ontario.ca/index.html>
- Ontario's Vaccination Program: <https://covid-19.ontario.ca/covid-19-vaccines-ontario>
- COVID-19 Vaccine Safety: <https://covid-19.ontario.ca/covid-19-vaccine-safety>