



Saskatchewan Highland Gathering and Celtic Festival

Vendor Application Form

May 20 & 21, 2017

Please return this page with your payment to:

Regina Highland Festival Association

2211 Russell Place E

Regina, SK, S4V 2J4

Early Bird deadline is March 31, 2017

DEADLINE FOR APPLICATION IS MAY 1, 2017

Please contact Melodie Young @ 306-529-7599 or youngmelodie@sasktel.net if you have any questions.

Please print the following information:

Business Name: _____

Contact Person: _____

Mailing Address: _____

City/Town: _____ Province: _____ Postal Code: _____

E-mail: _____ Phone #: _____

FEES:

Early Bird Fees: \$100 admission fee includes the site space (either or both days) and two admission passes.

Fee after March 31, 2017: \$125 admission fee includes the site space (either or both days) and two admission passes.

Please indicate day(s) attending:

May 20 Quantity of tables required: _____ x \$30.00 per table = _____

May 21 Quantity of tables required: _____ x \$30.00 per table = _____

Total fees submitted: _____

Vendors shall submit a cheque or paypal payment for all fees and table rentals along with an item list & price range and this agreement prior to the deadline to the Festival in order to validate this agreement. All cheques will be made payable to Regina Highland Festival Association, 2211 Russell PI E, Regina, SK, S4V 2J4. Applications will not be considered until full payment is received. Application fee is non-refundable. Upon receipt of application form and fees, a map of the site and parking area as well as admission passes will be forwarded to you on or prior to the Festival.

www.saskhighland.ca

The Regina Highland Festival Association reserves the right to limit the number of vendors attending the Games and the types of items sold.

HOURS OF OPERATION: The Vendor agrees to be at their designated site, assigned by the festival, and open for operation as follows:

Saturday, May 20:	9:00 am to 6:00 pm (Note: Setup may start earlier)
Sunday, May 21:	10:00 am to 4:00 pm

OPERATION

1. Vendors must be fully self-sufficient.
2. No spikes may be driven into the lawn, ground or pavement at any time.
3. The Festival may approve more than one vendor selling a main product (artwork, jewelry, etc.)
4. Cash flow is the responsibility of the vendor.
5. Vendors must provide their own table coverings and sun/rain protection.
6. The Vendor will maintain the designated site area in a neat and tidy manner at all times consistent and clean up their site area prior to departure. The Festival will provide adequate containers.
7. The Vendor will be held responsible and liable for any/all damage to the venues (as noted) fixtures and/or property and all costs of replacement/repair resulting from the action of the Vendor, his/her affiliate/s, or any outside agency at any time during the concessions setup, festival operations, and take down on the property.
8. Neither party shall be held liable for delays or damages suffered by the other party directly or indirectly by the forces of nature.
9. No dangerous, hazardous or illegal items are allowed at the games.
10. No homemade food/drink items are allowed to be sold through this application. (i.e. Puffed wheat cake, cookies, etc.) Approved Food Licensed Concessions will be present to provide food services in accordance with the Regina Qu'Appelle Health Region's (RQHR) standards.
11. The festival area will be fenced and patrolled by security. However, the Festival does not take responsibility for the loss of any valuables. The vendor is responsible for the security of their products and display.

VEHICLES

1. Set Up: Vehicles relating to Vendors will be allowed access onto the Festival site only for set up and take down in the designated loading areas. Any storage vehicle will be parked in the designated parking lot.
2. Vendors may begin take down of their site after hours of operation as noted above and must be completely vacated by midnight.

Acknowledging that you, the Vendor, have read and agree to the conditions in this agreement and have provided full and complete documents as stipulated by the agreement, we the Festival, upon receipt of same shall agree to approve your application for the Saskatchewan Highland Gathering and Celtic Festival. This agreement is not transferable.

Vendor Contact (please print)

SHGCF (please print)

Vendor Contact signature

Date

SHGCF signature

Date

SHGCF Use:

Date application received _____

Amount Received _____

Receipt # _____

Cash: Yes / No

Cheque # _____

Name of Payee _____

Paypal: _____