

**BEBAN PARK, NANAIMO, BC.
SATURDAY 9-3 JULY 14, 2018**



2018 VENDOR REGISTRATION FORM

Please Fill in all Vendor Information Required and use the checklist below to ensure your application is complete. Read and agree to Terms and Conditions. Sign and Send application with full payment to address below.

VENDOR INFORMATION

BUSINESS NAME: _____

Type of Vendor Products _____

Power Requirements _____ Tent or Footprint size _____

ADDRESS _____

CITY _____ EMAIL _____

Contact Name: _____

PHONE _____ CELL _____

WEBSITE: _____

Social Media _____

EVENT DETAILS:

Saturday July 14, 2018 9am – 3pm Location: 2300 Bowen Rd Nanaimo BC – Equestrian Grounds at Beban Park

Vendor Fee: \$75 per vendor booth (no power)

Payment options:

- Cheques payable to VITV.ca. Send payment to 5342 Somerset Dr. Nanaimo BC. V9T 2K6.

- **Credit Card/Debit – Contact our office to process payment**
- **In person at our Studio.**
- **E-transfer to info@wheelorama.ca**
- **Paypal**

Inquiries: info@wheelorama.ca 250-802-9558 Toll Free at 1-877-888-0125

CHECKLIST – I have included with my application:

- **Copies of required Licenses (if applicable)**
- **Detailed list of products being sold**
- **Payment in full**
- **Proof of Liability Insurance (if applicable)**

TERMS AND CONDITIONS

Please carefully read the following and sign at the bottom. VITV acknowledges the following Terms and Conditions for applications made by vendors (hereinafter called “Vendor”) to VITV’s Wheel-O-Rama Festival of Wheels.

Application and Approval

1. Applications are considered on a first come, first served basis. While all applications are given equal consideration, VITV reserves the right to set criteria for acceptance and to refuse any application. Applications are considered accepted once VITV approves the application and has notified the Vendor.
2. Payment in full must be submitted with application. Applications without full payment will not be considered. Unsuccessful applications will have full payment returned. No contract may be sub-leased.
3. Product list must be submitted with application
4. Vendors must adhere to their submitted product list on the application and other products cannot be sold unless authorized by VITV
5. Cancellation: Any Vendor wishing to cancel an application must submit their request in writing no later than July 1. Upon approval of VITV, the Vendor would receive a 50% refund on all monies paid.
6. VITV will make every effort to accommodate space needs, but reserves the right to determine/ assign locations.
7. Vendors will be assigned an arrival and set-up time and are responsible for confirming arrival and set-up time with VITV staff. Set-up may be delayed for vendors not on site by their scheduled arrival time. There will be no movement or vendor set up after 9am. Set up times will be within the time frame of 6am to 8:30am
8. Vendors are responsible for his or her own setup, organization and facilities.
9. Vendors are responsible for waste Management and disposal. Vendors must not cause or leave behind environmental damage.

Legal Responsibility

1. Vendors must, at their own expense, procure and maintain all permits, insurance and licenses required to display or sell their products and comply with all laws and ordinances affecting the execution of their work. VITV reserves the right to confirm validity of all permits and licenses.
2. Vendors may be required to provide proof of Comprehensive General Liability Insurance, either by way of separate policy or by an endorsement to an existing policy, of not less than \$2 Million inclusive per occurrence for bodily injury, death and damage to property.
3. The Registered vendor shall be responsible for all damages, claims, charges and injuries, including death, resulting from or arising in connection with the operation of or vandalism to the concession including all

equipment, and agrees to indemnify and hold harmless VITV and its members, organizers and staff from any such claims and charges including liability arising out of concessionaries exhibit itself and the actions of the concessionaire employees and/or agents.

4. VITV will not be responsible for any items at booths and shall not be responsible for security of individual booths whether the exhibitors' booth is staffed and open to the public or not, and shall not in any event be responsible for care and control of the exhibitor's equipment and property or the equipment and property of third parties used by the exhibitor, all of which is the sole responsibility of the exhibitor throughout VITV's Wheel-O-Rama Festival of Wheels.
5. The vendor declares that it is an independent contractor and it is solely responsible for all acts or omissions of persons who work in the concession. The Vendor agrees that it shall not hold itself out as representing VITV at any time, and shall not contract or incur debt in the name of VITV.

I agree to the Terms and Conditions as they appear in this document.

In consideration for the rights to operate a booth at the 2018 VITV's Wheel-O-Rama Festival of Wheels the Following Business/group/person _____

Agrees to pay VITV the sum of \$_____.

Name: (please print): _____

Signature: _____ Date: _____

FOR OFFICE USE ONLY

RECEIVED		DOC	
PAYMENT:		SET UP TIME	
BOOTH LOCATION			

EVENT LOCATION: Equestrian/VIEX Grounds at Beban Park
2300 Bowen Road Nanaimo BC
250-802-9558 • Toll Free 1-877-8880125 • info@wheelorama.ca