

# OLIVER ROOTS & FRUITS EXPO



Event

## MARKET VENDOR APPLICATION

JUNE 23, 2024

### Overview

Oliver's annual Roots and Fruits expo is a free, fun-for-all-ages celebration; designed to bring our residents together to build community with a focus on the land and what it provides, people, history, and arts community. Live entertainment and activities in the Park plus exhibits in the Hall.

### Sunday June 23

- 8:00AM – Vendor gates open
- 11:00AM – Public gates open. Market is open.
- 6:00PM - Market Closed
- 10:00PM – Public gates close
- 11:00PM – Tear down must be complete.

Nothing is to remain in park. Please remove all garbage and waste.

### Registration Requirements

- Completed Application Form
- Payment of Vendor Fee
- Proof of Liability Insurance **Town of Oliver/Oliver Parks and Recreation** must be listed as additional insured @6359 Park Drive
- Review of Vendor Requirements signed and dated.



BUSINESS NAME : \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

BUSINESS DESCRIPTION/ RETAIL ITEMS: \_\_\_\_\_

SPECIAL REQUESTS OR REQUIREMENTS: \_\_\_\_\_

I WOULD LIKE TO: (CIRCLE OPTION)

- A. Only remain in the park during market hours (Sun 11:00AM–6:00PM).
- B. Remain in park from open to close (Sunday 8:00AM – 11:00PM).

<b><u>VENDOR FEE'S &amp; PAYMENT (non – refundable)</u></b>		
<i>*All sites are 10x10 spaces.</i>		
Item	Fee	Confirm #
Merchandise/ Artisan Booth	\$25 +tax = \$26.25	
Service Club/ Non-Profit Info Booth <i>*Fee applicable if items are being sold</i>	FREE	
Town of Oliver Liability Insurance Coverage <i>*Not required if vendor already has liability insurance certificate and add <b>Town of Oliver as an additional insurer</b></i>	<a href="http://www.eventpolicy.ca">www.eventpolicy.ca</a>	
6' Table Rental	\$10 <i>per table</i>	
	Fee Total:	_____

Please do not mail cash; Payments can be received at the Recreation Office Monday to Friday, 8:30AM – 4:30PM.

Cheques should be payable to “Town of Oliver”. Payment can also be made by credit card in person or by calling the Recreation Office at 250-498-4985.

***All applications are subject to review and approval. Fees will be processed once acceptance is confirmed.***

If you require further information, please contact the Festival Director, Carol Sheridan. 250-498-4985 EXT:601 [cs Sheridan@oliver.ca](mailto:cs Sheridan@oliver.ca)

# OLIVER ROOTS & FRUITS EXPO

## 2024 MARKET VENDOR

### INFORMATION AND GUIDELINES

In Consideration of being granted space as a merchandise/artisan vendor by the Roots and Fruits Expo, the vendor agrees to the following terms, conditions, and considerations.

- The Roots & Fruits celebration will be held at Oliver Community Park at 6359 Park Drive, behind the Oliver Community Hall.
- Sunday starts at 8:00AM, set up must be completed by 10:30AM and all non-service vehicles must be removed from site. Site will open to public at 11:00AM.
- Roots & Fruits event hours for the public are Sunday 11:00AM – 10:00PM. Vendors are required to stay in park for the duration of the market (11:00AM – 6:00PM) unless otherwise requested and authorized by the Festival Director. Tear down **must** be completed by 11:00PM Sunday night. Nothing is to remain in park.
- Vendors will have the ability to drive into the park for set up in the morning, however, depending on location of market; vendors will need to carry out items for take down.
- Service Clubs and non-profit organizations are welcome to set up information displays at the event. If any items are to be sold, a \$25.00 fee will apply.
- Artisan/Merchandise Vendors **must provide their own power (generator) and water source**. There is limited access to power available and priority goes to food vendors. Some exceptions may apply. Vendors whose power needs are accepted are responsible for ensuring that all their equipment, power cords, and plug-ins meet BC safety Authority Electrical Standards.
- Vendor shall be responsible for any damage to Town of Oliver property.
- Festival site is **non-smoking**, except in designated areas. No pets are allowed at the venue.
- Town of Oliver, contractors, employees, and volunteers shall not be held responsible in any way for any physical or personal damage, loss of goods or property, or liability associated with this event.
- The Vendor expressly agrees to adhere to all Municipal, Provincial, and Federal statuses, bylaws, and regulations in obtaining proper permits and licenses to operate their business.
- The Vendor is not permitted to sell or serve any alcoholic beverages unless written permission from the festival directors is obtained.
- Vendors who are in violation of the guidelines, are abusive to staff, volunteers or guests; or who display disorderly conduct may be forced to close and be removed from the Festival until they are able to return for tear down.

### VENDOR AGREEMENT

I \_\_\_\_\_ have read, and agree to comply with the rules and regulations prescribed by the Oliver Roots & Fruits committee and agree to save and hold the Town of Oliver and its' Directors free from any action resulting from any loss or damage to person/s or property whatsoever arising out of participation in the Roots & Fruits Expo celebrations.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_