



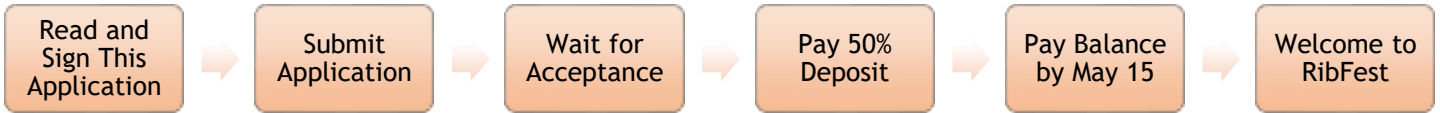
# VENDOR APPLICATION

*Your Food + Our Festival = A Recipe for Success*

**Alderney Landing, Dartmouth**

June 28, 12 PM - 10 PM  
June 29, 11 AM - 10 PM  
June 30, 11 AM - 10 PM  
July 1, 11 AM - 7 PM

info@harboursideribfest.ca



  
You're here

## Who we are

We are the **Rotary Club of Halifax Harbour**. We are a non-profit service organization that runs Harbourside RibFest. All funds raised are used for local and international causes. Find us on social media or at [rotaryhalifaxharbour.ca](http://rotaryhalifaxharbour.ca).

## Contact Information

Business Name:

Contact Name:

Mailing Address:

Onsite Contact Number:

Email:

Social Media Channels:

## Choose a Package

10'x10" vendor booth \$850 + HST

20'x10" vendor booth \$1,500 + HST  
(Additional space is \$7.50 per square foot)

## Booth Information

Please share as much as possible. If you are unsure or don't know yet, please say so and update us ASAP. If we have any questions, we will reach out.

Booth set up dimensions (including trailer tongue is applicable):

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What products do you sell?

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## Important Things to Know and Agree To

Please carefully read the following BEFORE you sign this application.

**Health and Safety:** You must meet the NS Department of Agriculture - Food Safety Section regulations and have permits as required. Rotary Club of Halifax Harbourside will not be responsible or provide a refund should a Vendor be shut down for violation.

**Canadian Fire Code Regulations:** Your booth material MUST be fire-resistant. A Nova Scotia Marshall WILL be on site to confirm all booths are fire-safe and secure. **If you are using a tent, it MUST have a label that says NFPA # 701 or CAN/ULC-S109-M.**

If your tent does not meet the requirements, or the Fire Marshall feels your booth is unsafe, you will be required to make changes at your own expense or leave the venue.

**Security:** Third-party security will be onsite at all times. The Rotary Club of Halifax Harbour and its volunteers are not responsible for theft, fire, or accidents. We strongly encourage you to secure your booth when you are not present.

**LP Gas:** If you are using LP Gas, you must have your green card available for inspection.

**Fire Extinguisher:** You must bring a Class ABC 5lb (or bigger) fire extinguisher. Your fire extinguisher must have a dated inspection.

**Insurance:** You must show proof of insurance of two (2) million dollars. Your policy must also show additional insured as "Rotary Club of Halifax Harbour, Alderney Landing, Halifax Regional Municipality."

**No Sublet:** Sorry, you can not transfer or sublet your booth.

## Setup and Tear Down

Please carefully read the following BEFORE you sign this application. These setup and tear-down details are subject to minor changes to accommodate changing conditions and requirements. We will let you know of any changes.

**Set Up Time:** You will be assigned a setup time the day before RibFest. Volunteers will be onsite to guide you to your location.

**Power:** Each booth will be provided with a 15-amp 120v standard plug. Additional power can be requested, for a fee, at least one week prior to RibFest.

**Water:** Please let us know if you require water at your booth.

**Tables & Chairs:** You must bring all your own tables and chairs for your booth.

**On Site:** A representative for your business and booth must be onsite at all times during RibFest open times.

**Tear Down:** Tear down can not begin until July 1 at 7 PM.

## Payment

When you submit your application, we will review it and let you know if it is accepted. At its sole discretion, Rotary Halifax Harbour chooses who can be vendors at RibFest and what items can be sold.

AFTER we accept your application, please send a 50% deposit. Your deposit is required to secure your spot.

Full payment is due by May 15.

There are no refunds.

## How did you hear about us?

I am a past vendor    Social media    Online ad    Radio    Billboard    Other

## Social Media

We would love to promote your business on our social media, but we need your help! Please send any logos or images you use when you submit your application.

I, \_\_\_\_\_, have read the above agreement and agree to fully adhere to the terms and conditions associated with the Rotary Club of Halifax Harbour and Harbourside Ribfest.

\_\_\_\_\_

Signature

\_\_\_\_\_

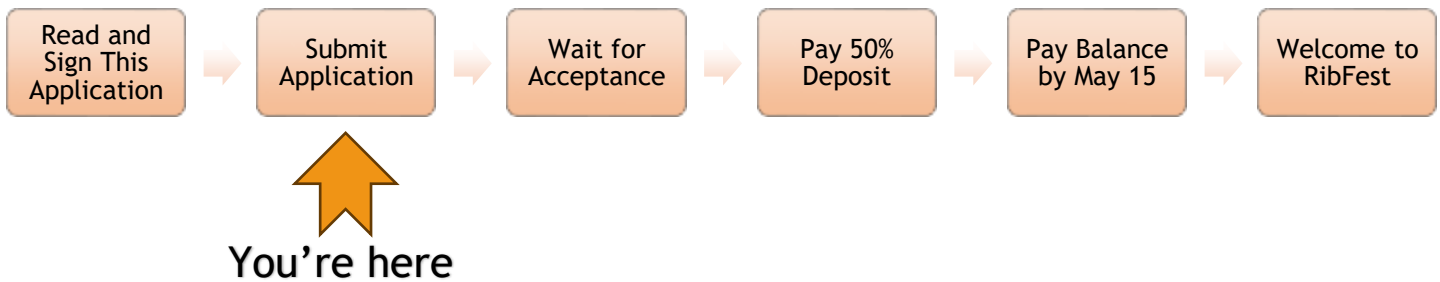
Position in Business

\_\_\_\_\_

Date

## Next step

Great job! You have completed the first step in becoming an official Harbourside RibFest vendor!



It's time to submit your application. Send your **completed application** AND **social media logos/images** to **vendor@harboursideribfest.ca**. We will review your application and let you know shortly. **DO NOT SEND MONEY...YET.**

**STOP**

**Do not send money until your application is accepted.**

There are two ways to pay.

<p>Send an e-transfer from your online banking to Rotary Halifax Harbour.</p> <p><b>info@rotaryhalifaxharbour.ca</b></p> <p>Remember to note your business in the comment/message. Money is e-transfer to Rotary Halifax Harbour using the address above.</p>	<p>Write a cheque out to "Rotary Club of Halifax Harbour"</p> <p>And mail it to</p> <p>PO Box 9193, Halifax, Nova Scotia, B3K 5M5, CANADA</p>
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## Need help?

Don't stress, we're here to help! To help you faster, please use the appropriate email address below.

- General RibFest questions: info@harboursideribfest.ca
- Vendor questions (including this application): vendor@harboursideribfest.ca
- Send money: info@rotaryhalifaxharbour.ca