



Africa Pavilion



Hosting **CARASSAUGA FESTIVAL Opening Ceremony 2018**

2018 VENDOR AGREEMENT

Terms and Conditions

Location: **HERSHEY CENTRE, Main Bowl Building, ice rink #1- 5500 Rose Cherry Place, Mississauga ON**

Carassauga Festival is the largest multicultural festival in Ontario. Pavilions offer a wide variety of family oriented attractions and demonstrations, kid's activity zones, food and craft vendors, live musical entertainment, educational information and workshops.

In 2018 Africa Pavilion will be the host of the following countries: **BOTSWANA – NAMIBIA – DEMOCRATIC REPUBLIC OF CONGO – CAPE VERDE ISLANDS**

I, _____ agree to following the terms and conditions of Africa Pavilion and the Carassauga Festival.

I understand that any lost or stolen items will not be covered by Africa Pavilion or by Carassauga Festival Inc.

I understand that my booth will be located inside the Africa Pavilion [see address above]

This Vendor Agreement also certifies that I have paid \$ _____ for my participation in the 2018 Carassauga Festival in the Africa Pavilion

I understand that the fee for my participation is non-refundable and ensures a booth for all three days of the Festival during the operation hours:

Friday May 25, 2018	–	from 7:30pm to 12:00am
Saturday May 26, 2018	–	from 1:00pm to 12:00am
Sunday May 27, 2018	–	from 1:00pm to 7:00pm

Setup of Booth

I understand that my booth must be setup and completed by 5:00 pm on Friday May 25th [loading zone locations provided with driving directions attached]

Set up times: **Thursday May 24th from 9pm to 11pm - Friday May 25th from 1pm to 5pm**

Take down of Booth

I understand that take down of my booth can only commence on Sunday May 27th after 7pm when the festival ends. All displays, equipment and merchandise have to be removed no later than 10:30 PM on Sunday May 27th

Food Vendors: cooking area outside must be swept, cleaned & washed of any cooking oil

Operation of Booth

I understand I have to operate my booth during the entire 3 days of the festival and to remain open with a representative present at all time during the operating hours





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Insurance

I understand that I fully responsible for Insurance coverage of myself, my staff and my products. [Disclaimer below]

I understand Carassauga Festival board and Africa Pavilion do not assume the responsibility or liability for any loss, damage or injuries which may occurred or may be suffered during the operation of the booth or while on location of the festival; nor do they assume any liability for financial loss of any kind.

Food Vendors

I understand that I must provide a list of restaurant equipment being used and a list of food on the menu including their ingredients [as required by Peel Health Dept. form will be provided] – Drink beverages and water cannot be sold by food vendors

I understand that it is mandatory as a food vendor to attend a Peel Health Seminar and that I will be inspected by Peel Health staff during the festival weekend. A copy of the food handler's certificate issued after the seminar must be posted at the booth in a visible area [date of the Peel Health Seminar to be provided later]

Craft Vendors

I understand that my booth cannot be shared with multiple vendors; that I am restricted to display the merchandise within their assigned area [as per Mississauga fire Dept. regulations – Failure to respect the regulation may result in penalty charges]

I understand Africa Pavilion will provide fireproof tablecloth* to be returned at the end of the festival [*As per to **Mississauga Fire & Emergency Services**, non-food Vendors can ONLY use fireproof cloth on their display tables. If Vendor has its own fireproof table cover, it has to be shown & will be tested by Peel Fire dept. at set up time. **Africa Pavilion** will not be responsible for any damage to the table cover provided by vendor if it doesn't pass the fireproof test]

Corporation & Non-Profit Exhibitors

I understand I am required to remove any posters **, equipment, decoration and dispose of any debris generated at the take down and not earlier

*** No poster or display is allowed on Plexiglas around the arena. If used and not removed, the exhibitor will be responsible for any cost incurred by Hershey Centre to clean the Plexiglas*

All Vendors

I understand all exhibitors/vendors and staff must wear the provided wristband at all times during the festival. [Vendor may be refused entrance if not able to show wristband to security personnel]

I understand as an exhibitor/vendor, I must comply with the requirements of Peel Health, the Emergency Services and Mississauga Fire Dept. Their agents will be in Africa Pavilion for various inspections before and during the festival





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I understand, unless I am a food vendor, exhibitors are not allowed to sell food products, including beverages or to offer food samples to visitors without prior approval by Peel Health Dept. and Africa Pavilion organizing committee [sampling items to be listed on application form]

I understand in accordance to Carassauga Board compliance policies and Africa Pavilion regulations, **all exhibitors are required to wear clothing reflecting African culture throughout the festival.** Corporations & Non-Profit representatives can wear T-Shirt with Logo of their organizations. Carassauga being a festival celebrating the cultures of the world; all exhibitors choosing to be in the Africa Pavilion are required to obey by these rules

I understand **it is strictly forbidden to wear Blue Jeans pants** – Vendor/exhibitor in default will be asked to leave the Pavilion to change clothing*. *This regulation will be enforced throughout the festival and the Africa Pavilion will not be responsible for any loss of income as a result.*

I understand that I am responsible for the behavior of my team at all time during their presence in the Africa Pavilion. If myself or any of my employees are disruptive and do not adhere to the rules and regulations of Carassauga Festival, my booth can be closed down at the discretion of Africa Pavilion organizing committee with no refund

I understand the organizers of the Africa Pavilion reserve the right to terminate this agreement and to demand that the vendor/exhibitor leaves the pavilion immediately in the case of violation of these regulations

I, the undersigned, acknowledge to have read, to understand and agree with the above terms and conditions.

Vendor Name	Signature	Date (MMM/DD/YYYY)
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For office use only: Date received: _____ Amount Paid: _____

Payment Receipt: _____ Method of Payment: _____

Print name: _____ Date: _____

Africa Pavilion representative