



Sign Me Up!

BOOTH REGISTRATION:

Company Name (for billing) ^

Vendor Name (for marketing materials) ^

Address ^

City ^

Province / State ^

Postal Code / ZIP Code ^

Primary Contact Full Name ^

Office Phone Number ^

Cell Phone Number ^

Email address ^

What would you like to showcase?*

It's time to impress all of those foodies, families and festival goers. Please list the items in which you hope to sell.

1. _____
2. _____
3. _____

*Festival Management reserves the right to approve or deny the selection above as it is our mandate to provide patrons with the most variety possible. First come, first served on choices.

BOOTH PURCHASE:

Each 10'x10' booth space will come with the following:

- Frame tent coverage
- Two (2) 8' tables
- One (1) standard 15 amp electrical plug-in
- Four (4) exhibitor passes

Please attach a sketch of your booth layout and attach it to this application.

Booth Space

Size	Quantity	Pricing Structure	Cost
10'x10'	1	Early Bird Rate (before April 30, 2019) \$750 Standard (Registration Deadline October 1, 2019) \$900	\$ _____
Additional Space: 10'x10'	_____	Early Bird Rate (before April 30, 2019) \$750 Standard (Registration Deadline October 1, 2019) \$900	\$ _____
Bigger booth space?	N/A	Call or email us so we can work out spacing with you!	\$ _____
Mobile Unit	1	Early Bird Rate (before April 30, 2019) \$1000 Standard (Registration Deadline October 1, 2019) \$1150	\$ _____
SUBTOTAL "A"			\$ _____

Electrical Requirements

Type	Quantity	Pricing Structure	Cost
15 amp	1	Included in Booth Purchase	Will you require this? (please circle one): Y / N
15 amp	_____	Each outlet is \$125	\$ _____
Specialty?	N/A	If you need specialty power, please call or email us so we can provide you with pricing.	\$ _____
SUBTOTAL "B"			\$ _____

Additional Rental Equipment Requirements

Type	Quantity	Pricing Structure	Cost
6' Table	_____	Each table is \$11.50	\$ _____
8' Table	_____	Each table is \$11.50	\$ _____
Basic Black Folding Chair	_____	Each chair is \$2.00	\$ _____
SUBTOTAL "C"			\$ _____

Damage Deposit

Type	Quantity	Pricing Structure	Cost
Damage Deposit	_____	Each 10x10 or Mobile Unit space has a \$200 damage deposit. If space is returned to Festival Management unharmed and in the condition in which it was received, vendor will receive a full refund up to 30 business days after the event.	\$ _____
SUBTOTAL "D"			\$ _____

SUBTOTAL "A" + "B" + "C" + "D"	\$ _____
HST (13%)	\$ _____
TOTAL	\$ _____

PAYMENT METHOD:

OPTION 1: Credit Card

- Visa Mastercard AMEX

Credit Card Number ^

Expiry ^

CVC (Number on Back) ^

Name on Card (exactly as shown) ^

Signature ^

Address (that card is billed to) ^

City ^

Province / State ^

Postal Code / ZIP Code ^

OPTION 2: Cheque

All funds are in Canadian (CAD) dollars.

Payable to *Varsity Tents Inc.*

40 Carl Hall Road, Unit #140, Box #5, Toronto, ON M3K 2C1

TERMS AND CONDITIONS *(please initial beside each line):*

- 1) An application will only be considered valid when it is completed in full, mailed / faxed / emailed to the offices of Toronto Soup Festival with the proper and full remuneration included. _____
- 2) Initial vendor load-in will take place Saturday, October 19th from 7am to 10am. If additional materials are required for Sunday, October 20th load-in time will be 7am to 10am. Load-in will be done through a marshalling process. It will be first come first serve. No vehicles will be allowed through the gate after the appointed time, and all vehicles MUST be off the festival grounds by no later than 10am both days. _____
- 3) Due to increased security measures never leave your vehicle unattended at any time while within the venue. Do not leave backpacks, packages, boxes or bags unattended in and/or outside your booth space(s) at any time. Vendors are responsible for their own merchandise. Toronto Soup Festival and Varsity Tents Inc assumes no liability for theft or loss of any type. _____
- 4) Lost, stolen or damaged Festival property (tables, chairs, lights, pots, paddles, etc) will be charged back to the vendor at retail value. _____
- 5) Vendors are required to be open on Saturday, October 19th from 11am – 6pm and Sunday, October 20th from 11am – 6pm, CLOSING BEFORE THE END OF EVENT OR STAYING OPEN AFTER THE END OF EVENT IS GROUNDS FOR REMOVAL FROM THE 2019 EVENT WITH NO REFUND AND EXCLUSION FROM PARTICIPATION AT FUTURE EVENTS. _____
- 6) All business or other activity, for which the vendors have rented space, must be conducted within their designated booth space(s) only! No distribution, canvassing, flyers, nor vending of any kind may be done by roaming through the festival grounds. Vendor signage can be displayed ONLY WITHIN EACH BOOTH. _____
- 7) All promotional items given away at the event must be pre-approved by Varsity Tents Inc (note: whistles, noise-makers or throwables of any type will not be accepted). _____
- 8) Vendors are prohibited from selling water or drinks of any type on festival grounds. _____
- 9) The sale of alcoholic beverages of any kind by a vendor is strictly prohibited. _____
- 10) Consumption of alcoholic beverages by any vendor staff members is prohibited. _____
- 11) All vendors must abide by all local (Toronto) health, safety and fire regulations at their cost. _____
- 12) Vendors must provide trash receptacles for waste generated by their booth(s). _____
- 13) Booths may not be shared by multiple businesses, NO EXCEPTIONS AS THIS IS GROUNDS FOR REMOVAL FROM THE 2019 EVENT WITH NO REFUND AND EXCLUSION FROM PARTICIPATION AT FUTURE EVENTS. _____
- 14) Upon load-in, a vendor representative (with authority to bind the corporation) will have their booth(s) spaces inspected by their Zone Manager to sign off that the vendor is receiving their space in 'good working condition'. The same sign off will be completed at load-out, and vendors will need to return their booth space in the same 'good working condition' in which they received it. If returned in 100% condition, the Zone Manager will advise that the vendor should receive their full Damage Deposit back. _____
- 15) All vendors must provide proof of \$2 MIL liability insurance, with the City of Toronto, Varsity Tents Inc, and National Historic Fort York named as additional insured, by no later than Thursday, October 17th. _____
- 16) Submission of this application does not guarantee a space. It is agreed and understood that the completion of this application shall not be binding either to the proposed vendor or to Toronto Soup Festival, until accepted by Varsity Tents Inc. Vendor will be notified via email as to the application status, approval of vending at the event, and approval of the soup selection that the vendor will be allowed to serve. Note: Any updates will be emailed to all those who provided an email address on this application form. _____
- 17) If accepted as a Product Vendor, Vendors understand that they will be able to accept cash, debit, credit, digital tokens through the Token Mobile vendor app (GATE) and accept hard paper tokens. There will be a 5% processing fee for digital tokens only. _____

- 18) All sales by tokens (digital and paper) will be payable 30 business days post-event (November 29th,2019). _____
- 19) Once a vendor's application has been accepted and payment has been processed by Varsity Tents Inc, there are NO REFUNDS. Cancellation, provided in writing, must be made sixty (60) days prior to the first show day to ensure vendor information has been removed from the Festival's collateral materials. _____
- 20) Vendors understand that the soup they plan to sell at the event will be a part of the *People's Choice Award* onsite competition in which patrons will vote for their favourite soup. (Note: Winner of this competition will receive a free booth space (10x10) at the 2020 Toronto Soup Festival). _____

The vendor by the execution of this document by its authorized representative accepts the terms and conditions set out herein and agrees to ensure compliance by its employees, agents and/or representatives participating in the 2019 Toronto Soup Festival.

Full Name (please print) ^

Signature (I have the authority to bind the corporation) ^

Date^

City ^

Applications can be:

<u>Mailed To:</u> Toronto Soup Festival c/o Varsity Tents Inc 40 Carl Hall Road, Unit 140, Box 5 Toronto, ON M3K 2C1	<u>Emailed To:</u> info@varsitytents.com	<u>Faxed To:</u> 416-630-8514
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For any questions regarding your application submission, please call 416-410-7370 to speak with Cassandra Henderson, Exhibitor Relations Coordinator.