

STONETOWN HERITAGE

FESTIVAL 2023

JULY 14-16 - ST. MARYS, ON

Food Vendor Policies and Procedures

1. All food vendors must be licensed with the Town of St. Marys to operate at the Stonetown Heritage Festival 2023. The Refreshment Vehicle By-Law (92-2022) requires owners of a refreshment vehicle to apply for a license at least 1-month prior to the event date. The Refreshment Vehicle Application is here: [Refreshment Vehicle Application - Town of St Marys](#). **There is no fee associated with the license for this event.**
2. All food vendors must complete and submit the Stonetown Heritage Festival 2023 Food Vendor Application Form (attached).
3. Preference will be given to locally owned food vendors, on a first-come, first-served basis, and **out-of-town vendors** will be accepted on a first-come, first-served basis (subject to availability.) **There is a non-refundable \$75.00 Stonetown Heritage Festival application fee for all out-of-town vendors**, payable to the Town of St. Marys. Products displayed and/or sold must not conflict with local event vendors or merchants.
4. Hydro is not accessible, and alternative uses of hydro must comply with the Canadian Standard Association.
5. Vendors will be assigned a space in the event area, which will be closed to traffic for the duration of the event. Placement of vendor spaces on site will be determined solely at the discretion of the festival organizers.
6. As applicable, each vendor is required to bring their own tables, tents, market umbrellas and chairs (as needed). Please note that you will be unable to secure tents with pegs, so please bring the necessary equipment to secure your tents (sand bags, water pails, patio stones, etc.), if applicable.
7. Each vendor is required to properly remove all garbage from their vendor site.
8. In the interest of public safety, a zero-tolerance policy for violence and harassment is enforced during the festival. Failure to comply with standards may result in closure of vending space.
9. Event check-in begins at 7:30 a.m. on Saturday. Additional check-in and assigned space information will be provided prior to the event.
10. All vendors are required to stay onsite for the full duration of the event. Vendors who fail to appear and do not contact festival organizers prior to 9 a.m. on Thursday, July 13th will be ineligible from participating in next year's festival.
11. The vendor agrees to indemnify and hold harmless the Town of St. Marys and the event organizers against any liability, loss, claims, demands, costs, or expenses, including reasonable legal fees, occasioned whole or in part by any negligence or acts of omission during the event.
12. Organizers reserve the right to terminate the vendor agreement early and without warning. In the event of a festival cancellation, any application fees, if applicable, will be reimbursed to the food vendor.

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Food Vendor Application Form

Business Name:	
Contact Name:	
Address:	
City/Town:	Province:
Postal Code:	
Primary Phone Number:	Secondary Phone Number:
Email:	
Item(s) for sale/notes:	
<input type="checkbox"/> I have read and agree to the Stonetown Heritage Festival 2023 Food Vendor Policies and Procedures.	
<input type="checkbox"/> I understand that I am required to apply for a Refreshment Vehicle License with the Town of St. Marys. Applications can be submitted online at townofstmarys.com/applications or in person at the Clerks Office located at 175 Queen Street East, St. Marys. <u>At the latest, applications must be submitted 1 month prior to the event to ensure the license is available before the event.</u>	

Applicant's Name (please print):	
Applicant's Signature:	Date:
On behalf of the Town of St. Marys:	
Signature on behalf of the Town of St. Marys:	Date:

I will participate as a food vendor on:

<input type="checkbox"/> Saturday, July 15 th daytime – downtown street festival – 11:00AM – 4:30PM
<input type="checkbox"/> Saturday, July 15 th evening – Milt Dunnell concert – 5:00PM – 9:30PM
<input type="checkbox"/> Both Saturday, July 15 th daytime/evening – 11:00AM – 9:30PM

Completed forms can be submitted to Alanna Bowes (Events Coordinator, Town of St. Marys) by:

Email: abowes@town.stmarys.on.ca Mail/In-person: 175 Queen St. E., P.O. Box 998, St. Marys, ON. N4X 1B6