

S T O N E T O W N
H E R I T A G E
F E S T I V A L 2 0 2 3
J U L Y 1 4 - 1 6 - S T . M A R Y S , O N

Marketplace Vendor Policies and Procedures

1. The Vendor Marketplace is a place for local, and regional, businesses to display and sell their products or services to the Stonetown Heritage Festival attendees.
2. All vendors must complete and submit the Stonetown Heritage Festival 2023 Marketplace Vendor Application Form (attached).
3. Preference will be given to locally owned vendors on a first-come, first-served basis. **Out-of-town vendors** will be accepted on a first-come, first-served basis (subject to availability). **There is a non-refundable \$50.00 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 10ft. x 10ft. space in the event area, which will be closed to traffic for the duration of the event (9AM-5PM). Placement of vendor spaces on site will be determined solely at the discretion of the festival organizers. Please keep in mind that this is an outdoor site and be prepared for uneven ground, slopes, trees, wet grounds, strong winds and pavement in some cases.
6. 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 (sandbags, water pails, patio stones, etc.), if applicable.
7. Each vendor is required to properly remove all garbage from their vendor site.
8. Religion-based vendors are not permitted. Distribution of religious pamphlets and/or paraphernalia is not permitted.
9. 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.
10. 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.
11. 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.
12. 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.
13. 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 marketplace vendor.

STONETOWN
HERITAGE
FESTIVAL 2023

JULY 14-16 - ST. MARYS, ON

Marketplace 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 Marketplace Vendor Policies and Procedures.	

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:

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