



2024 VENDOR APPLICATION / AGREEMENT

Dates of Dauphin's Countryfest: June 28 - 30, 2024

CANADA'S LONGEST RUNNING COUNTRY MUSIC FESTIVAL

This application will serve as Page 1, 2 and 3 of contract if accepted.

1. VENDOR INFORMATION: In one sentence, briefly describe your business or product line (for marketing purposes)

What is your signature product? List one to three unique snazzy-named items that you plan to sell at Countryfest along with a very brief description. Please email high quality pictures to info@countryfest.ca for our social media marketing. (Use of back of form or separate attachment if necessary)

Product 1: _____ Brief Description: _____ Pic Emailed? YES / NO

Product 2: _____ Brief Description: _____ Pic Emailed? YES / NO

Product 3: _____ Brief Description: _____ Pic Emailed? YES / NO

Name appearing on Booth (for marketing) _____

Proprietor's (Vendor's) Legal Name (for billing) _____

Address _____

City _____ Prov _____ Postal Code _____

Contact Person #1 _____ On-Site Cell Phone (_____) _____

Contact Person #2 _____ On-Site Cell Phone (_____) _____

Email _____ Website _____ Fax (_____) _____

Social Media: Facebook _____ Twitter _____ Instagram _____

GST# _____ PST# _____

Other Festivals / Events you have participated in: (1) _____

(2) _____ (3) _____

2. RENTAL OPTIONS: Please check **one** of the three options (A, B OR C) listed below for each setup:

- A) OUTDOOR SPACE:** (Food or Shopping) Vendors bring their own setup (tent, trailer or other mobile unit). The total size of setup with hitches, open awnings, tables, chairs, etc is approx _____ ft (frontage) X _____ ft (depth).

Please upload/attach a photo of set up of unit, showing dimensions, curb side window, hitch location, awnings, and other pertinent information.

Prices vary depending on size, menu or products sold, location, etc and will be available upon approval of application.

Hrs of Operation: Fri to Sun 11 am to 1:30 am.

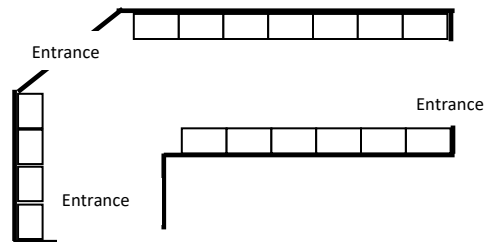
- B) OUTDOOR BOOTH:** (Food or Shopping) Vendors rent an existing wooden building complete with window opening, serving counter & door, and a limited number have appliances such as stoves, fridges, sinks. Food preparation areas meet codes set by Manitoba Health.

Prices vary depending on location, menu, etc and will be available upon approval. Hrs of Operation: Fri to Sun 11 am to 1:30 am.

- C) INDOOR SPACE (MINI MALL):** (Shopping) Indoor space rental in the Mini Mall, located centrally in the upper vending area, includes one table, two chairs. Pipe and Drape separate exhibitors and provide backdrop. Hrs of Operation: Fri to Sun 11 am to 9 pm.

Please check requested space below and circle preferred area on map (based on availability):

- 8' deep X 10' wide SPACE \$550.00 + GST \$27.50 = \$577.50
- 8' deep X 15' wide SPACE \$725.00 + GST \$36.25 = \$761.25
- 8' deep X 20' wide SPACE \$900.00 + GST \$45.00 = \$945.00



3. PASSES REQUIRED (if accepted into festival):

All vendors must wear a valid worker wristband during the festival for access. Up to 4 worker wristbands are supplied to confirmed vendors at no charge. Additional worker wristbands may be purchased for \$25 each. Worker passes do not permit entry into Main Stage show. Vendor camping and parking area is located directly across from upper vendor area. Two vehicle passes and two camping passes are supplied to confirmed vendors at no charge. Charges for additional passes will be added to contract.

We request the following passes: (Please indicate quantity of passes requested. Subject to approval)

- _____ WORKER WRISTBANDS
- _____ VENDOR CAMPING PASSES - Two (2) supplied at no charge. 1 pass per tent or RV. Additional passes are \$80 plus fee + GST
- _____ VENDOR VEHICLE PASSES - Two (2) supplied at no charge. 1 pass per vehicle. Additional passes are \$60 plus fee + GST
- _____ WEEKEND FESTIVAL PASSES @\$249 plus fees and tax (Vendor will be invoiced accordingly)

4. PRODUCTS SOLD: ALL PRODUCTS TO BE SOLD AT FESTIVAL MUST BE LISTED AND ARE SUBJECT TO APPROVAL BY COUNTRYFEST. (Use back of form if necessary). Items not listed are not approved and will be removed from vendor booth. Non-compliance could result in eviction of vendor from site without vendor fee refund.

Item _____	Selling Price \$ _____	Item _____	Selling Price \$ _____
Item _____	Selling Price \$ _____	Item _____	Selling Price \$ _____
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5. RENTALS (COOLERS, TENTS, ETC): All rentals are based on availability. Vendors are responsible for bringing own locks, chains, etc for securing coolers. Payment will be added to contract. No refunds for cancellations after May 1st. Items will be delivered to vendor location onsite prior to festival. Vendor is responsible for coordinating returns with Countryfest personnel. Any damage, theft or loss of items will be charged to vendor.

- DOUBLE DOOR FLAT RACK COOLER(S). Quantity required: _____ \$220 EACH + TAXES
- DOUBLE DOOR CAN/BOTTLE RACK COOLER(S). Quantity required: _____ \$220 EACH + TAXES (made to hold Pepsi products).
- PLASTIC FOLDING TABLE(S), 8', grey. Quantity required: _____ \$40 EACH + TAXES
- TENT(S). Size: _____ x _____ with _____ walls. Price includes setup/tear down. Tent orders must be placed prior to May 1.

6. TECHNICAL REQUIREMENTS (WATER / POWER):

- A) IS WATER HOOK-UP REQUIRED: YES _____ NO _____ (Vendors are responsible to bring hoses, connectors, etc)
- B) POWER REQUIREMENTS (Subject to approval): Please be specific - list all equipment you will be bringing. Please use back of form if necessary.
- | | | |
|------------------|---------------------|--------------------|
| EQUIPMENT: _____ | POWER NEEDED: _____ | AMPS, VOLTS, OTHER |
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| EQUIPMENT: _____ | POWER NEEDED: _____ | AMPS, VOLTS, OTHER |
| EQUIPMENT: _____ | POWER NEEDED: _____ | AMPS, VOLTS, OTHER |
| EQUIPMENT: _____ | POWER NEEDED: _____ | AMPS, VOLTS, OTHER |
| EQUIPMENT: _____ | POWER NEEDED: _____ | AMPS, VOLTS, OTHER |
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PLEASE NOTE: POWER REQUIREMENTS ARE SUBJECT TO APPROVAL AT TIME OF CONFIRMATION. IF POWER REQUIREMENTS EXCEED WHAT IS APPROVED BY COUNTRYFEST, OR IF VENDOR REQUIRES ADDITIONAL POWER ON SITE, OR IF VENDOR DRAWS MORE THAN ALLOCATED AMOUNT AND TRIPS A CIRCUIT BREAKER, VENDOR WILL BE CHARGED A MINIMUM SERVICE FEE OF \$250.00 PAYABLE IN CASH ON SITE, PRIOR TO EXTRA POWER BEING SUPPLIED. COUNTRYFEST DOES NOT QUANTIFY THAT EXTRA POWER WILL BE AVAILABLE.

7. REACH YOUR CUSTOMERS! CHOOSE FROM MARKETING OPPORTUNITIES LISTED BELOW:

- COUNTRYFEST APP / PRIOR TO FESTIVAL: MAY 1 – JUNE 21. App Pushes 3 / \$300 Let your customers know you'll be at Countryfest 2024!
3 dates requested - 1) _____ 2) _____ 3) _____
Wording of ad: (130 Characters max) _____
- COUNTRYFEST APP / DURING THE FESTIVAL: JUN 28 – 30. App Pushes 3 / \$300. Reach out to festival patrons instantly with your sales or specials!
3 dates requested - 1) _____ 2) _____ 3) _____
Wording of ad: (130 Characters max) _____
- CAMPING BAG COUPON, FLYER OR SAMPLE: (Quantity required: 4000) \$500.
Promote your product with a sample or coupon complimentary to every campsite! Item supplied by vendor and must be delivered to Dauphin's Countryfest (28 – 2 Ave NE, Dauphin, MB R7N 0Z4) prior to May 31, 2024.

Dates requested for app are subject to availability. All marketing costs are subject to 5% GST.

8. TERMS AND CONDITIONS:

- I. Vendor agrees to be fully set up, adequately staffed and open for business during the dates and times listed below:

OUTDOOR VENDORS:	Friday - Sunday 11:00 am – 1:00 am or later
INDOOR VENDORS (MALL):	Friday - Sunday 11:00 am – 9:00 pm
- II. Vendor agrees to occupy the contracted space / booth during the hours listed above and to sell, promote or advertise only the products and services described in this agreement. Subletting, space-sharing or reassignment of contract to another party by vendor is not permitted.
- III. Exclusivity for any vendor for any product is not guaranteed unless previously arranged with Countryfest.
- IV. Display, sales or advocacy of items or paraphernalia that promote **illegal substances** are prohibited. **Knives, swords, guns or weapons of any kind** are not permitted to be sold or stocked by vendor on site during festival weekend. **Cowboy / western hats, Styrofoam products, stir sticks, individual condiment packages**, including but not limited to ketchup, mustard, relish, mayonnaise, vinegar, salt, pepper, cream, sugar are not permitted to be dispensed, sold or stocked by vendor on site during the festival weekend.
- V. Vendor agrees to honor **SPONSORS** and exclusive product suppliers of the festival and use their products where required. For 2024, current sponsors of Countryfest include but are not limited to: **Pepsi, Dauphin’s Consumer Co-op**. It is the vendor’s responsibility to consult with Countryfest to verify confirmed sponsors. Vendor Guidelines (on website) will be updated with current sponsors. Vendors agree to comply with any terms outlined by Countryfest with regards to these and other sponsors of the festival.
- VI. Vendor agrees to obtain, at its own expense, any licenses or permits which are required for the operation of its trade or business during the term of the festival, and to pay all taxes, including applicable sales taxes, of any nature or kind that may be levied against it as a result of the operation of its trade or business in its contracted space. All food vendors will be required to follow the guidelines of the Manitoba Health Authority including applying for Temporary Food Service Operating Permits.
- VII. Vendor shall obtain and maintain at its own expense a comprehensive general liability and all risk property insurance policy while on the festival site, having a limit of not less than \$1,000,000.00. The policy shall name **Dauphin’s Countryfest Inc** as an additional insured and vendor / exhibitor shall provide Dauphin’s Countryfest with a copy of this policy no less than **30 days prior to festival**.
- VIII. Vendor is responsible to insure its own exhibit, personnel, display, products and materials from any damage or loss through theft, fire, accident or other cause. Neither Dauphin’s Countryfest or the facility will assume liability for loss or damage, through any cause, of vehicles, trailers, equipment, products, goods, exhibits or other materials owned, rented or leased by the vendor / exhibitor.
- IX. **No refunds for cancellations** after May 1. If cancellation occurs prior to May 1 and if the space or booth can be reassigned, consideration will be given to allocating a portion of the rental fees less a cancellation fee of \$500 toward the next festival.
- X. Restocking of booths must be completed prior to 11:00 am each day; restocking vehicles must be removed from the vendor area by 11:00 am daily.
- XI. Dauphin’s Countryfest retains the right and sole discretion to determine the eligibility of vendors, and to reject, prohibit or remove any material from display which Dauphin’s Countryfest considers offensive, objectionable, inappropriate or disruptive.
- XII. Dauphins Countryfest retains the right to limit the level of noise output by any vendor.
- XIII. The vendor agrees to leave the booth / space in a tidy condition before leaving the festival. Charges will apply for garbage removal / cleanup.
- XIV. In the event that (i) the facility in which the Festival is to be held or is held is destroyed or becomes unavailable for occupancy or (ii) Dauphin’s Countryfest is unable to permit the vendor to occupy the facility or the space, or (iii) if the Festival is cancelled or curtailed, for any reasons, including but not limited to, casualty, explosion, fire, lightning, flood, weather, power outages, epidemic, earthquake or other Acts of God, acts of public enemies, riots or civil disturbances, strike, lockout or boycott, Dauphin’s Countryfest will not be responsible for any loss of business, loss of profits, consequential or special damages or expenses of whatsoever nature that the vendor may suffer.

9. CONFIRMATION:

The submission of this application is not confirmation of acceptance. Successful vendors will be contacted, and a confirmation contract (Page 4 of the contract) will be forwarded at that time. Confirmation contract includes cost and location on site. Confirmation contract must include deposit and be signed by authorized representatives from the vendor and Countryfest, and deposit must be received for agreement to be valid.

10. CHECKLIST FOR SUBMISSIONS: DO NOT SEND MONEY WITH APPLICATION.

Applications must include the following:

- This Vendor Agreement / Application form, fully completed, signed and dated;
- At least one current photo of vendor set-up (not required for returning vendors unless set-up has changed since last submission);
- Professional photos of products with brief descriptions which may be used in marketing by Dauphin’s Countryfest;

Once applications are received, successful vendors will be notified. A contract will be sent at that time. Vendors will then be required to submit:

- Signed, dated confirmation contract (Page 4 of application agreement);
- Deposit for vendor fee as outlined on confirmation;

Once signed contract and deposit are received, vendors will have a limited time to submit the following:

- Copy of Certificate of Insurance showing Countryfest as an added insured;
- Copy of Food Permit and all other requirements of Manitoba Health Authority (for food vendors);
- Final payment of all outstanding charges.

By signing below, I acknowledge that I have read and agree to all conditions of this application/agreement as well as the conditions outlined on the Vendor Guidelines, and agree to all conditions if accepted. I have completed **all** pages of this application/agreement.

Authorized Vendor Signature _____ Date _____

PROCESSED ON ORDER# _____ (Office use only)