

# DURHAM ROCK & BLUES FESTIVAL – SEPTEMBER 13-15, 2024

## 2024 VENDOR INFORMATION PACKAGE

### OVERVIEW

Welcome to the 2024 Durham Rock & Blues Festival - Three days of outdoor music, street vendors, food/drink, plus headlining acts at the Regent Theatre.

#### DATE & TIME

Friday, September 13, 2024	3:00pm to 8:00pm
Saturday, September 14, 2024	1:00pm to 8:00pm
Sunday, September 15, 2024	1:00pm to 8:00pm

#### VENUE

The event will take place outdoors on the Victoria St Parkette, adjacent to the Regent Theatre in Oshawa, Ontario. Both entertainers and guests will be comfortably hosted under a large tent, so the event is guaranteed to proceed rain or shine.

The outdoor portion of the Festival will be **free to the public** with an anticipated attendance of **2,000 to 3,000 people**.

#### VENDOR BOOTHS

Each vendor will occupy a space of 10 ft. x 10 ft., located immediately adjacent to the large tent. Vendor's will need to provide their own pop-up 10x10 ft. shelter and provide any necessary furniture. Access to electricity will be provided free of charge by the Regent Theatre when requested by vendors in advance to the event.

#### PRICING\*

Vendor space is sold as a full three-day package only.

Food Vendors: \$650.00\*

Merchandise Vendors: \$500.00\*

*\*Discount applies to returning vendors. Please request further information*

**Vendors participating in the 2024 festival will have first right of refusal to participate in the 2025 Rock & Blues Festival.**

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## 2024 VENDOR CONTRACT

<b>LEGAL NAME:</b>	
<b>HST #:</b>	
<b>CONTACT:</b>	
<b>ADDRESS:</b>	
<b>PHONE:</b>	
<b>EMAIL:</b>	

<b>PRODUCTS FOR SALE:</b>	
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I CERTIFY THAT ALL INFORMATION ABOVE IS CORRECT AND ACCURATE.

I HAVE READ AND AGREE TO ALL DETAILS IN THE VENDORS INFORMATION DOCUMENT.

I HAVE ATTACHED A CERTIFICATE OF INSURANCE OR WILL PROVIDE A COPY AT LEAST FOUR WEEKS IN ADVANCE OF THE EVENT.

I WILL PROVIDE A 25% NON-REFUNDABLE DEPOSIT WITHIN ONE WEEK OF SIGNING THIS DOCUMENT OR THE CONTRACT WILL BE VOID.

PLEASE MAKE CHEQUE PAYABLE TO: DURHAM ROCK & BLUES FESTIVAL INC.

<b>SIGNATURE:</b>	
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## DETAILS

### CONTRACT

The contract applies to the allotted space only. You must provide your own tent, table and chairs. The only items you are permitted to sell or exhibit are those listed on your contract. A **non-refundable deposit of 25% is due** at contract signing. Balance of payment is due by July 15. Any cancellation of space must be submitted in writing by July 15 or you will be responsible for the entire amount of the contract.

### FESTIVAL DATE/TIME

Dates and times are listed in the overview section above, and are subject to change. Additional details will be provided as soon as they are available. Festival organizers maintain the right to make necessary changes as we move closer to the event date.

### SET-UP

Setup details will be confirmed closer to the event date. Vendors should expect to begin setup daily at least one hour prior to start times listed above in the overview.

### ATTENDANCE

Vendors are required to be in attendance, and actively operating their booth for the full three days of the festival during posted times. Vendors will not be permitted to start any cleanup or teardown until the posted completion time on the final day (Sunday) of the festival.

### FIRE SAFETY

It is your responsibility to be in full compliance with the local Fire Safety Inspection Guidelines.

### VENDOR LICENSE

Vendor are responsible to obtain all permits needed to display and see their goods and services. The Regent Theatre will be assisting with this and will provide further details and pricing as it becomes available. Vendors are responsible for their own HST.

### INSURANCE

Vendors are required to carry Public Liability Insurance in the amount of **\$1,000,000** minimum. A Certificate of Insurance must be provided 4 weeks before the start of the event with **Durham Rock and Blues Festival Inc.** and **Regent Theatre at Ontario Tech University** listed as additional insured. Vendors agree to indemnify and hold harmless Durham Rock and Blues Festival Inc. and Regent Theatre at Ontario Tech University, for any claims, demands, liabilities, cost, or attorney fees arising from, or in any way connected with, Lessee's concession at the Durham Blues Festival.

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## **CANCELLATION**

It is mutually understood and agreed that, in the event of fire, windstorm, disaster, act of God, riot, accident, strikes, or any act beyond the control or power of either party, preventing the holding of the Durham Blues Festival in full or part, neither party shall hold the other liable for any damages of any kind.

## **HEALTH DEPARTMENT**

Vendors must ensure that they are storing, handling and preparing food products in accordance with the regulations of the Region of Durham Health Department. Vendors may be subject to inspection in this regard.

## **TENTS/FURNITURE**

Vendors must stay within their allotted space consisting of no more than 10 feet by 10 feet square. Vendors must provide their own pop-up tent that is properly weighted to avoid wind damage. Vendors must provide their own table, chairs and any additional furniture required to properly display/serve their specific goods or service.

## **ELECTRICITY**

Access to 120v electrical service will be provided free of charge courtesy of the Regent Theatre. Vendors must request this service in advance of the event. The Durham Rock & Blues Festival and Regent Theatre at Ontario Tech University assumes no liability or responsibility for accidents or injuries that occur as a result of this service. All hook-ups will be checked for proper grounding by the festival organizers.

## **WATER SUPPLY**

Unfortunately, a water supply will not be available onsite. Vendors must provide their own portable water supply when required.

## **PETS/SMOKING/VAPING**

Pets will not be permitted on the festival grounds at any time, with the exception of registered service dogs. Smoking or Vaping is not permitted on Victoria St at any time.

## **TRASH**

Trash must be put in garbage bags, tied shut and disposed of daily. All cardboard boxes must be broken down. A location for garbage and recycling will be provided by the Regent Theatre. All food vendors **MUST** remove and properly dispose of all wastewater and cooking grease at an offsite location.

## **SECURITY\***

Security guards will be provided on a 24-hour basis by the event organizers and the Regent Theatre throughout the festival. Vendors will be able to leave large items onsite including tents, tables, chairs, etc. for the full three-day period. We highly recommend that all goods and valuables be removed from the premises at the conclusion of each day.

*\*Festival organizers cannot guarantee the safety of your belongings while onsite.*