



A SUB-COMMITTEE OF LOYALIST TOWNSHIP
P.O. BOX 39, BATH ONTARIO, K0H1G0

bathcanadaday@live.ca

www.bathcanadaday.ca

VENDOR INSTRUCTIONS

The Bath Canada Day Committee invites you to join with us as part of our
**Bath Canada Day 2018 vendors' market held at
Centennial Park, Bath on Sunday July 1st 2018**

The fee to participate in the Vendors' Market has not changed.
It is **\$80.00** per space plus **\$25.00** for electricity, if required.

(Power outlets are limited. Bring your own extension cord.
Covering mats are required to avoid tripping)

The theme this year is: **Celebrating Bath Families. Past present and future**

Important Notice. New requirements for 2018

- 1) **ALL Vendors MUST submit a completed application form before 30th May 2018.** (Click [HERE](#) to download an application form)
- 2) **All Vendors must provide proof of liability insurance. If you do not have insurance please contact your insurance agent requesting the following.**

**"A minimum \$2 million liability policy on an occurrence form naming
The Corporation of Loyalist Township - 263 Main Street, Odessa, ON
K0H 2H0 as ADDITIONAL INSURED"** (Click [HERE](#) for more details)

- 3) Vendor spaces will be allocated on a first come basis and will only be confirmed once your completed application form, certificate of insurance, and full payment have been received. Deadline for registration is **30th May 2018.**
- 4) **On Line Registration.** Again this year for your convenience you may complete the application on line and remit the fee with your credit card. (Plus \$2.00 convenience fee)
Full details can be found on the application form.

2018 Bath Canada Day Committee

Chair. Diane Nolting. Gail Heywood. Hilary Fennell. Joe Hudacin
John Warren. Kym Fairfax. Laurie Minorgan. Michelle Podhy. Dave Wreggitt

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5) Confirmation of Registration

Once we receive your, completed application form, **Certificate of Insurance** and full payment you will receive an email confirmation and a site map with your location.

IF YOU ARRIVE ON THE 1st JULY WITHOUT HAVING PRE-REGISTERED, PROVIDED PROOF OF LIABILITY INSURANCE AND PAID YOUR ENTRANCE FEE YOU WILL NOT BE ABLE TO PARTICIPATE. THERE ARE NO EXCEPTIONS.

6) Vendor Instructions

- Each space is 12' x 12' unless other arrangements have been made prior to date.
- The Market opens at 9:00 a.m. and runs to 5:00 p.m.
- All vendors must enter and leave the park via the driveway from Fairfield Avenue.
- Volunteers will be in the park between 7:00 – 9:00 a.m. to assist you.
- Set up must be completed by 8:30 and vehicles moved into designated parking areas
- Vendors are required to supply their own shelter, tables, chairs and water if needed.
- Vendors may be required to unload from the street if the grounds are soft due to rain.
- Food vendors will be allowed to drive into the east side of the park
- Vendors must **remove their own garbage** at the end of the day.

7) Food vendors

- **ALL food vendors** must fill out a "Special Event Application" to obtain a permit from the Public Health Unit in Napanee.
The form is available on line click the link below.
<https://kfla.formbuilder.ca/Environmental-Health/Special-Event-Application-Form> it can be completed and submitted on line. For more information please contact Ryan Decker, Public Health Inspector [613-354-3357](tel:613-354-3357), FAX [613-354-6267](tel:613-354-6267).
- **Food Trucks are required to pay for two spaces. (\$160.00 plus electricity if required \$25.00)**
- Vendors must **remove their own garbage** at the end of the day.

Please visit the vendor tab on our Bath Canada Day website www.bathcanadaday.ca

If you have any questions Email or call the coordinator listed below.

John Warren (Vendor Coordinator, Bath Canada Day 2018)
(613) 881 0449
jwbathcanday@gmail.com