

TOURNAMENT VENDOR APPLICATION**Arena Operations**

Tournament Name: _____	Tournament Dates: _____
Tournament Contact Name: _____	Tournament Contact Phone: _____
Tournament Location: _____	Proposed Vending Times: _____

Business Name: _____	Contact Person: _____
Address: _____	City: _____
Postal Code: _____	Phone: _____
Email: _____	
Please provide a product description or the nature of the business (Product Images may be requested) _____	

VENDOR PROCEDURES (Approved vendors shall):

- Comply with the provisions of all Canadian and Province of Ontario laws, City by-laws and other applicable regulations including WSIB and the requirements of the Chief Building Official, the Fire Department and the Medical Officer of Health.
- Provide a copy of all applicable licenses with this application.
- Provide a copy of an Insurance Certificate with this application that includes a minimum \$2,000,000 (2 million dollars) liability insurance covering products and operations naming the Corporation of the City of Brantford (58 Dalhousie St. P.O. Box 818, Brantford, ON, N3T 5R7) as Additional Insured.
- The Vendors insurance carriers and policy provisions must be acceptable to the City of Brantford and must remain in effect for the duration of this Event.
- Produce approved applications upon request during all vending hours.
- Sell / Offer only the products and /or services specified and approved.
- Conduct business only within the space allocated and times outlined.
- Clean up any debris from the site throughout each day as required and upon the conclusion of daily business.
- Remove all vending equipment, garbage container(s) and debris from the site upon the conclusion of business.
- Be neat, wear clean apparel and use good customer service principles.

Do you require electricity? YES NO If YES, for what purpose?

of Spaces required: _____ (One Space equals 12'x8' feet) Cost per space per day is \$44.13 (tax included)

Vendors are responsible for bringing their own extension cords, tables and chairs – NO EXCEPTIONS

The number of vending locations with electricity is limited and therefore, subject to approval.

Notes: Applications will not be considered unless all conditions have been met and the Certificate of Insurance is approved by the City of Brantford. The City is not obligated to accept or approve any application. Fees are non-refundable. Tournament Operators are responsible for submitting signed & completed vending application forms, proof of insurance, copy of applicable licensing and payment in full three (3) weeks prior to the tournament start. Only four (4) vendors will be accepted due to the space available.

Vendors Signature: _____ **Date:** _____

Tournament Operators Signature: _____ **Date:** _____

Manager's Signature of approval: _____ **Date:** _____

The City of Brantford has the right to refuse a vendor if deemed inappropriate or unsafe. Registration fees are non-refundable. Receipt for vending space will be provided upon request. Set-up time and details will be communicated with approval of application. Personal information on this form is collected under the authority of Chapter 350 of the City of Brantford Municipal Code and will be used to contact vendors regarding their Vendor Application. Questions about this collection should be directed to the Director of Parks and Facilities Services.