

Stewart Park Festival



WELLNESS MARKET TERMS AND REGULATIONS 2019

Deadline for submission is Friday, March 29, 2019

1. Selection A jury will review your application including (if provided) five (5) photos of your work. You will be notified of their decision by email on or before April 12, 2019. If selected, an email will be sent to you along with: contract, invoice for payment, information on insurance requirements, and other Festival specific information. If you are not selected, you will receive an email notifying you of the jury's decision. Items that have not been pre-juried will not be allowed for sale.
2. Vendor Type A limited number of artisans from any one category will be accepted. We also allow a limited number of service-based vendors such as massage and henna tattoos. We do NOT accept pre-purchased items, or imported crafts.
3. Taxes Wellness practitioners are responsible for their own sales, collections of sales taxes, and any licensing costs.
4. Security Overnight security is provided from 9:00 p.m. to 9:00 a.m. during the Festival. Exhibitors will be responsible for equipment or goods left in the park overnight. We advise you to pack and remove your crafts for this period of time. Festival organizers are not responsible for lost, damaged, or stolen goods. Please check your insurance policy.
5. Set-up/tear down Set-up must be complete by 12:00 p.m. on Friday, July 19, and must remain set up for the duration of the Festival. For the safety of festival goers, volunteers, and vendors, tear down will take place 30 minutes after the last performance on the Main Stage on Sunday, July 21, 2019.
6. Hours of Operation The Festival Marketplace hours of operation are as follows:
Friday, July 19: 12:00 pm to 9:00 pm*
Saturday, July 20: 10:00 am to 9:00 pm*
Sunday, July 21: 10:00 am to 5:00 pm*
**or 30 mins after the conclusion of the final performance on the Festival's Main Stage*
7. Electrical Not available for Wellness vendors.
8. Vehicles in marketplace For the safety of all, **no vehicles** are permitted in the Marketplace during market business hours.

9. Parking Participants have access to **one (1) off-site parking space per booth. Please adhere to this.** Parking passes are allocated upon arrival by the Market Coordinator. Non-compliance will be noted for future reference. Remember, the object is to bring customers closer to you!
10. Booth Wellness vendors will be housed in the Band Shell behind Town Hall. There is a maximum of 4 spaces available each approximately 80 square feet in size. Also, 6' tables may be pre-ordered on your application at a rental charge of \$10.00 each. Wellness vendors may share a space (and the fee) over the weekend. However, there may only be one practitioner working at a time per space.
11. Site Assignment Placement of Wellness vendors on site will be determined solely at the discretion of the Market Coordinator. Please keep in mind that this is an outdoor site and be prepared for inclement weather. The Festival sometimes experiences strong winds, so be sure your canopy and/or equipment is weighted down. If you indicate any restrictions imposed by your booth design, an attempt will be made to accommodate your request. The Stewart Park Festival does not guarantee returning Wellness vendors will have the same site as in previous years. A map of the Festival Marketplace and its vendors will be available to Festival goers.
12. Fees The vendor fees for Wellness vendors are listed on the [Wellness Vendor Instructions](#). The fee covers all three days of the Festival. Additional fees may be applied for larger units.
13. Insurance Once accepted as a vendor, you are required to show proof of \$2 million liability insurance. You must provide the Festival with an insurance certificate issued by your insurance company, listing the following as *additional insured*: The Town of Perth, Downtown Heritage Perth Business Improvement Area, and Stewart Park Festival. You will also need to make sure the date of the Festival is listed as July 14th to July 16th, 2017. Please list your limits of liability (CGL), and include a 30-day notice of cancellation clause. **All details are necessary for completion.** *Festival Insurance is available through the Town of Perth (ToP). Please indicate on your interest in purchasing the ToP insurance on your application form.*
14. Contact Please contact Anne Davis Richardson, Marketplace Coordinator, at SPFMarket2016@gmail.com or contact Kari Clarke, BIA Coordinator, at the BIA office at 613-267-3311 ext. 2251.

Wellness Terms and Regulations3

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