



www.PD13.com

Powell Park
Parking Lot
Harbour St.

c/o Port Dover Board of Trade
19 Market Street West, Box 239, Port Dover, Ontario N0A 1N0 •
Email: info@portdover.ca Phone / 519-583-1314 Fax /519-583-3275

VENDOR APPLICATION for Friday, April 13, 2012

Downtown _____ Park _____ Harbour St _____ (check requested location)

IMPORTANT INFORMATION

- Absolutely No Un-Licensed Event Merchandise Sales Allowed without prior signed permission ie: PD-13, the above logo or Friday the 13th / Port Dover.
 - No Other Un-Licensed Sales of Brand Name Merchandise Allowed ie: Harley-Davidson, etc.
 - No Derogatory or Inflammatory Merchandise Sales Allowed.
 - Vendor to provide proof of liability insurance in an amount of no less than \$2 million with the application.
 - Vendor must comply with all local building, fire, health codes, regulations and licensing.
- It is the sole responsibility of the vendor to ensure proper documentation is obtained. By Law enforcement officials will be present.
- Vendor must keep a safe, clean site.
- Failure to meet the above obligations could result in being asked to leave and not participating in future events. *Thank You.*
- Set-up time is Thursday evening after 6 p.m. You will be assigned a set-up time. There will be no set-up on Friday the 13th.
 - Port Dover Board of Trade is a new site coordinator. We will allot space as applications are received -- without any guarantees.
 - This is a paved area - no tent pegs can be used... bring weight to hold down your tent /canopy.
 - **Hydro and Water are not supplied.** Generators are permitted but will be inspected.
 - **You must clean up your site prior to departure. . A dumpster will be on site. Please use it.**
 - Departure not permitted prior to 9:00 pm. On the day of the event. The site must be vacant by 8:00am Saturday April 14th.

There is only so much room available -- secure what you need

Payment is due immediately. Space not paid will be reassigned.

Please make Bank Draft or Money Order payable to Port Dover Board of Trade

Send or deliver payment to: Port Dover Board of Trade, 19 Market St. West, PO Box 239, Port Dover, Ontario N0A 1N0

If delivering payment by hand to 19 Market St. West, please call ahead to 519-583-1314 to ensure office is open.

Rain or Shine – No Refunds

Please contact Norfolk County at 519-426-5870 to arrange for the MANDATORY County required license (Will not be issued after 4 pm March 30th,2012). You will not be permitted to participate without it.

Read carefully, complete form, mail along with:

- Payment of Fee by Bank Draft or Money Order
- Photocopy and attach proof of minimum \$2,000,000 liability insurance

Business Name: _____

Contact Name: _____

Mailing Address: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

Exact items to be sold (In Detail) : _____

Number of 10 ft x 10 ft. spaces required _____ @ \$500 per space (HST included) = \$ _____

As the new coordinator of this location, Port Dover Board of Trade will be assigning spots on a first-come basis.

By my signature, I indicate that I have read the above information carefully and agree to it.

Signature _____ Date: _____