



www.PD13.com

Powell Park, Hald-Nor Lot  
Elmer Lewis Lot, St George  
Chapman & Harbour St

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

**VENDOR APPLICATION for Friday, July 13th, 2018**

Chapman St (food) \_\_ G.T. lot \_\_ Park \_\_ Harbour St. \_\_ St. George St. \_\_ Clinton St. Lot \_\_ (check location)

**IMPORTANT INFORMATION**

**Absolutely No Un-Licensed Event Merchandise Sales Allowed without prior signed permission ie:**

**PD-13, the above logo or Friday the 13<sup>th</sup> / Port Dover. For trade mark license agreement contact 519-583-1314.**

- 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 is Thursday.** You will be assigned a set-up time based on location. **No set-up on Friday the 13<sup>th</sup>.**
- Port Dover Board of Trade is a new site coordinator. We will allot space as applications are received -- without any guarantees.
- For 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 8:00 am Saturday October 14<sup>th</sup>.**

*New – Sales permitted starting at 6:00 pm July 12th*

*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 June 29th, 2018). 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 - please have company name on draft or money order
- Photocopy and attach **proof of minimum \$2,000,000 liability insurance with the Corporation of Norfolk County and Port Dover Board of Trade as additional insured.**

**Norfolk County Vendor permits and Proof of Insurance must be submitted two weeks prior to the event.**

Business Name: \_\_\_\_\_ vehicle description \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Exact items to be sold (In Detail) : \_\_\_\_\_

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

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

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

Signature

Date: