

# Earth Day Vendor Application

## Vendor Info:

Vendor Business Name:	
Vendor Representative (First and Last Name):	
Vendor Address:	
City / Postal Code:	
Phone Number:	
Email:	

## Vendor Type. Check all that apply:

Providing educational material or information related to Earth Day or the Environment

Craft / Artisan Creator

Food Vendor for packaged goods / prepared products

Food Vendor for consumption / to eat at event

Non-Profit / Community Organization

Other: \_\_\_\_\_

## Participation Date:

This is a one-day only event open to the public from 10:00 a.m. - 3:00 p.m.

- Vendors can arrive and set up starting at 8:00 a.m. and setup must be finished prior to the 10:00 a.m. event start.
- You must remain at the event throughout its entire duration until the event is finished at 3:00 p.m. If an unforeseen emergency arises you will be permitted to leave and make arrangements to remove your booth on the next regularly staffed day.
- After the event closes to the public at 3:00 p.m., Vendors will be permitted to close their booths and should be packed up and leave by 4:00 p.m.

Please describe your booth / organization. List the focus of your participation in this event and any products or materials you plan to distribute. Additionally, you may attach a PDF of your products or promotional material if applicable.

Please list social media handles / web link for your business:

Please attach the following four attachments along with the application form to your email:

1. Provide a copy of the menu and prices you are charging for each item.
2. A Certificate of Insurance naming the *City of Thorold* as an additional insured for a minimum of \$2,000,000 liability insurance. Options will be made available to purchase for those that do not already have this liability insurance.
3. A Food Premise Inspection Certificate as issued by Public Health Inspectors (for all vendors selling or serving food).
4. Valid Food Handlers Certificate (required for any vendors selling prepared food including preserves and baked goods).

Applications will be reviewed upon submission. Approval is at sole discretion of the Event Organizer and *City of Thorold* staff. Event participation will not be considered approved until an approved permit is sent out to the vendor and fees are paid. Fees must be paid, and Certificate of Insurance sent to the Event Market Organizer, seven days in advance of the first market date for seasonal vendors and seven days in advance of the individual date for occasional attending vendors.

To contact the Event Organizer, please email [community.services@thorold.ca](mailto:community.services@thorold.ca)  
or call (905) 227-6613 ext. 213