



Canada Day 2026 - Vendor Application

Vendor Info:

Vendor / Business Name:	
Vendor Representative First and Last name:	
Vendor Address:	
City / Postal Code:	
Phone Number:	
Email:	
Day of event contact and phone number:	

Vendor Type:

- Food Truck (self-contained)
- Food Vendor operating out of a tent or booth
- General Vendor

Vendor Set-up:

To best place vendors within the event, please check off all related items to your operation. You must check at least one option.

- Cooking is fueled by propane/charcoal or includes grill
- Vendor is utilizing their own Generator
- No cooking, generator or power is required

You may select an additional option below. Power availability is not guaranteed and Vendors requiring power must have their own self-sufficient source. Cost for Hydro is an additional \$25 + HST per event

Can vendor run with no generator if 30A 240V outlet provided

Can vendor run with no generator if 15A 120V outlet provided

Insurance:

Do you currently have a minimum of \$2,000,000 liability insurance for your business that "*The Corporation of The City of Thorold*" at address 3540 Schmon Parkway, Thorold, ON, L2V 4A7 can be listed as an additional insured. Please note most insurance policies can list an additional insured at no additional cost.

Yes, I currently have insurance and can list Thorold as an additional insured.

No, I do not currently have insurance and need coverage for the event.

Vendor Cost:

Vendor Cost is broken down below based on Vendor type. Hydro may be available on a first come first served basis and incurs an additional \$25 + HST charge. Spots with Hydro are limited and Vendors must have their own power source available. No refunds for Vendors will be given for cancellations or withdrawals once a Vendor has been accepted to the event. Vendors may be refunded for whole day event cancellations made by the event organizer.

Food Vendors - Two price options are available for Food Vendors. Food Vendors are encouraged and preference will be given Vendors signing up for all 3 event days.

- Three-day cost to attend is \$300 + HST and includes June 29 from 4 p.m. -10 p.m., June 30 from 4 p.m. to 10 p.m. and July 1 from 1 p.m. to 10 p.m.
- Cost of attending any single day is \$200 + HST

All Food Vendors may be subject to an inspection at any time by a representative from Niagara Regional Public Health, City of Thorold Staff, including By-Law, Building Department and Thorold Fire Department, Technical Safety Standards Association or The Electrical Safety Authority. Food vendors are responsible for ensuring they obtain proper inspections, permits or licenses from governing bodies for their operation, comply with all Thorold By-Laws, follow all applicable regulations, and submit all required documents to the market organizer. A list of best practices can be downloaded from [our website](#).

General Vendor Booths - Two price options are available for General Vendors. Vendors are encouraged and preference will be given to General Vendors signing up for all 3 event days. General Vendors will be required to leave an hour prior to fireworks on July 1st, see details below under Participation dates/ Load In & Load Out

- Three-day cost to attend is \$150 + HST and includes; June 29 from 4 p.m. -10 p.m., June 30 from 4 p.m. to 10 p.m. and July 1 from 1 p.m. to 10 p.m.
- Cost of attending any single day is \$100 + HST

If any Vendor fails to provide notice of their absence prior to the event day or gives no notice at all they will be considered a no show/no notice and may be barred from attending future events as a vendor.

Participation Dates/ Load In & Load Out:

Please check off all dates below that you would like to sign up for.

Cost will be calculated based on fees stated above.

**Please note: spot preference will be prioritized for vendors attending all events. Event start and end times may be subject to change. Any time change will be communicated to Vendors.*

Sign up dates:

Monday, June 29 - **Family Movie Night:**

Event is open to the public from 4 to 10 p.m.

Tuesday, June 30 - **Rock N' Blues on the Battlefield:**

Event is open to the public from 4 to 10 p.m.

Wednesday, July 1 - **Canada Day Celebrations:**

Event is open to the public from 1 to 10 p.m.

Load In: Vendors will have access to the venue loading daily from 8 a.m. to 11 a.m. Arrangements for load in time must be confirmed with the event organizer. Three- and two-day Vendors will be required to remain stationary throughout the event until load out on Wednesday night to avoid excessive wear and tear on turf and maintain venue safety. Multiple day Vendors can arrange a time with the event organizer between 8 a.m. to 12 p.m. to restock operational supplies between days. Any additional product that needs to be brought in while the event is open to the public must be done so without the use of motorized vehicles.

Load out: Vendors will be allowed to load out at the conclusion of the event on their last day of attendance only after the public has been cleared from the venue and must be escorted out by City of Thorold Staff. Vendors also have the option to return July 2 from 8 a.m. to 12 p.m. to pack up and load out from the venue.

Load out times will be approximately 10:30 p.m. on June 29, 10:30 p.m. on June 30 and 9 p.m. for General Vendors and 10:30 p.m. for Food Vendors on July 1. *See note on July 1 General Vendor Load Out below. All Vendors must be escorted out of the park by City of Thorold Staff.*

July 1 General Vendor Load Out: General Vendors will be required to pack up and vacate the North Vendor Area prior to fireworks on July 1 as this area will be closed off for a **FIREWORK ZONE**. Vendors must stop all sales and begin packing up no later than 8:30 p.m. on July 1 and must be ready to be escorted out of the area by 9 p.m. by Thorold Staff. Vendors who are not ready to leave by 9 p.m. may be required to remain on site until fireworks have finished and accept all risk to property or products. Further these Vendors release The City of Thorold and its staff from any liability or loss resulting from damages as a result.

Please list social media/web links to your business:

Accepted Vendors may be tagged in applicable City of Thorold social media posts and we ask that you reshare all posts as much as possible to advertise the event and your presence.

Instagram: _____
Facebook: _____
Website: _____

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

- Attach a letter from Niagara Public Health Permitting your business to operate at farmers markets and special events in Niagara Region at [this link](#). (for all Food Vendors)
- Valid Food Handlers Certificate (for all Food Vendors)
- Please attach a PDF of your menu listing all the products you intend to sell at prices.
- After final approval is given before your permit can be issued, Vendors must also provide a certificate of insurance naming *The Corporation of The City of Thorold* as an additional insured for a minimum of \$2,000,000 liability insurance. Vendors who do not have an existing policy can discuss coverage options with the event organizer.

Applications will be reviewed upon submission. Approval is at sole discretion of the Market Organizer and City of Thorold Staff. Market participation will not be allowed until an approved permit is sent out to the vendor, fees are paid and a certificate of insurance and necessary documents are provided. Fees and documents should be paid and submitted to the Market Organizer seven days in advance of the first market date to be attended to allow for sufficient processing time.

To contact the Market Organizer please email Jacob at event@thorold.ca or leave a message at (905) 227-6613 ext. 312 or direct (289) 241-2592.



Vendor Agreement, Guidance and Practices

By participating in this event all vendors, staff and volunteers agree to abide by the Vendor Requirements, uphold The Code of Conduct and agree to the Vendor Agreement.

Vendor Requirements:

All Vendors must;

- Adhere to the cost and fee structure set in the application to participate in the Event
- Notify the event organizer of an absence by email to event@thorold.ca. Vendors will not receive any adjustments or refunds for absences or cancellations but lack of notification for absences will impact future consideration for event participation.
- Vendor or staff arrive to set up during the load in window and be ready for event opening at least 30 minutes prior to the event start time each day
- Vendors must arrive through the entrance gate designated ahead of time and should check in with the Event Organizer upon arrival.
- Display proper signage identifying their booth and any pertinent certifications
- Be given approval for any products sold
- Have clear marking of prices for products
- Finalize sales 30 minutes prior to the end of the event
- Pack up and clean the event space within one hour of close; do not leave event prior to close, with the exception noted above for General Vendors in Firework Zone
- Maintain booth in a safe and presentable manner
- Vendors are required to have their business or organization name displayed clearly in, on or around their booth
- Vendors serving or selling food including prepared food, baked goods and samples must have a proper handwashing station, be set up on a proper flooring surface and always meet all public health requirements
- All vendors are responsible for supplying everything needed for their booth including but not limited to tables, chairs, tents, tent weights, generators and hydro connections
- Vendors must use a tent that is sufficiently weighted down at each corner of the tent.

All Food & Patio Vendors must;

- must familiarize themselves with Niagara Region Public Health and Emergency Services Food Safety at Special Events and Farmers' Markets at [this link](#).
- Follow the list of Best Practices for Food Vendors.

All Vendors serving alcohol must;

- Maintain a valid smart serve certificate and keep the certificate with them during events.

Code of Conduct:

All vendors, staff and volunteers, whether at an event, market or other function organized by The City of Thorold, agree to conduct themselves in a professional manner that fosters a sense of community and camaraderie, and a spirit of cooperative involvement that promotes the event throughout Thorold and the community. All Vendors agree to;

- Ensure that fellow vendors, customers, staff and the public in general enjoy an environment free of harassment or any form of abuse
- Act with honesty, integrity, and professionalism when interacting with other vendors, staff and members of the public
- Conduct yourself in a manner that reflects positively on The City of Thorold
- Ensure that any social media posting or promotion does not violate the City of Thorold's policies in any way

Vendor Agreement:

This Vendor Agreement ("Agreement") is made and entered into between The City of Thorold, hereinafter referred to as "Organizer", and The Vendor, hereinafter referred to as "Vendor".

- The Thorold Canada Day Event is aimed at promoting a sense of community.
- Vendors are allowed to participate in said event as a vendor to sell products or services
- **Vendor's Role:** The Vendor should sell products or services that meet requirements from any governing body such as public health requirements. Vendor agrees not to promote any political views or religious agendas during the event.
- **Compliance with Laws:** The Vendor shall comply with all applicable laws, regulations, and ordinances governing the sale and promotion of products or services at the event location.
- **Booth Setup:** Vendors shall set up their booth in the designated area provided by the Organizer. Vendor agrees to maintain a clean and organized booth space throughout the duration of the event.
- **Booth Size:** Each spot will provide a 10' x 10' space in which the vendor must be contained including their table and tent, with the exception related to size of food truck spots which are larger in size. Vendors needing more than a 10'x10' spot must purchase multiple spots based on their required needs.
- **Take Away Material:** If providing any material such as pamphlets or flyers this material must be accurate, informative, and unbiased.
- **Prohibited Activities:** Vendor should not engage in any activities that may disrupt the event or go against the spirit of The Event, including but not limited to:
 1. Expressing political views or advocating for or against specific policies, bills, political candidates or parties.
 2. Promoting religious agendas or views.
 3. Selling products or services that would reasonably be deemed inappropriate, rude, offensive or in bad taste.
 4. Distributing materials that are offensive, discriminatory, or harmful in any way.

- **Insurance:** Vendor shall maintain adequate liability insurance coverage for their booth and activities at the event. Organizer should not be held liable for any damages or losses incurred by the Vendor during the event.
- The Vendor shall purchase or supply proof of a certificate of liability naming “The Corporation of The City of Thorold” address: 3540 Schmon Parkway, Thorold, ON, L2V 4A7 as an additional insured for a minimum of \$2,000,000 liability insurance.
- **Indemnification:** Vendor agrees to indemnify, defend, and hold harmless Organizer, its officers, directors, employees, and volunteers from any claims, damages, liabilities, and expenses arising out of Vendor's participation in the event.
- **Inspection:** All Vendors may be subject to an inspection at any time by a representative from Niagara Regional Public Health, City of Thorold Staff, including By-Law, Building Department and Thorold Fire Department, Technical Safety Standards Association or The Electrical Safety Authority.
- **Responsibility:** It is the Vendors sole responsibility to ensure they obtain proper inspections, permits or licenses from governing bodies for their operation, comply with all Thorold By-Laws, follow all applicable regulations, and submit all required documents to the event organizer.
- **Responsibility:** Vendor agrees to be solely responsible for any employees, volunteers, or other persons brought in to assist with their role. Further the Vendor agrees to have a parent or guardian present at all times throughout the event who will be responsible for any and all youth participating in this event.
- **Termination:** Organizer reserves the right to terminate Vendor's participation in the event at any time if Vendor fails to comply with the terms of this Agreement or engages in any prohibited activities. The Organizer will in no way be held responsible for any lost revenues or fees incurred by the Vendor for their participation in the event. Vendors will not be entitled to a refund and may be subject to further penalty for any damages caused.
- **Operating Hours:** Permitted Vendors are only allowed to operate during the dates and times listed on your permit. Vendors wanting to expand operations should obtain the appropriate [Business Licence](#) and are encouraged to reach out to the Clerks department for more information. *For e.g., a refreshment vehicle license for food truck operators.*
- **Entire Agreement:** This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof and supersedes all prior agreements and understandings, whether written or oral.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first below written.

Vendor: _____

Name: _____

Signature: _____

Title: _____

Date: _____