



The Works Art & Design Festival Call to Enter 2010

## FOOD STREET APPLICATION

2010 Festival Dates: June 25 – July 7

**Early Bird Application Deadline:**

February 15, 2010 5PM MST

**Final Deadline:**

April 15, 2010 5 PM MST

The Works Art and Design Festival is proud to present culinary entrepreneurs with a unique opportunity to showcase their food to international art lovers. As the first festival of the summer, The Works Art & Design Festival is an exciting way for food vendors to attract new palates ranging from the downtown office lunch crowd to Edmonton's artistic communities and patrons. With over 165,000 visitors to Sir Winston Churchill Square each year—not to mention the Canada Day frenzy—our food vendors must be self equipped and professionally operated. Focus will be on locally made delicacies with an international array of flavours. (In total more than 280,000\* people visited The Works Art & Design Festival exhibits June 20–July 2, 2008)

**PLEASE FILL OUT THE FOLLOWING FORM (2 pages) CLEARLY AND COMPLETELY.**

**This is an application, not the final contract.**

1. **Incomplete or Emailed** applications will NOT be accepted. If application or payment deadline falls on a statutory holiday or weekend the deadline moves to the next business day.
  2. Include a typed description of menu items, price list and photograph of vendor tent/trailer. **We can not guarantee exclusivity.** All disclosed information will be kept confidential (excluding information provided for promotional purposes.)
  3. The Works Art & Design Festival will process all applications and notify all applicants of their acceptance or non-acceptance **one month after application is received.** Participation in any previous The Works Art & Design Festival does NOT guarantee acceptance.
  4. **\$300 Refundable Damage Deposit: Due at time of application.** Deposits will be refunded \*one week after the last day of festival, provided that the following criteria are met:
    - Opening and Closing hours are from 11:00 AM–9:30 PM EVERYDAY (including the last day of the Festival, regardless of poor weather conditions – this excludes unsafe conditions such as electrical storms.)
    - That there is no damage or additional cleaning of Festival site and/or rented Festival tent as a direct result of your participation in the Festival as determined by Festival damage report completed on the last day.
    - That all dealings with Festival staff are of a professional nature. Aggressive and inappropriate behavior will not be tolerated towards staff, visitors of the Festival, fellow participating artisans and vendors. This applies to you (the applicant) and/or any staff or representative of your company/organization.
- \* Please note: Damage deposit is non-refundable if you cancel your application.
5. **Fees + Contract:**
    - **Upon acceptance of this application a contract will be issued** for signature(s).
    - **Capital Health registration form is to be submitted with the signed contract.** See page 2 for payment details.
    - Failure to provide one or all of the following: deposit, fees, contract and forms will result in no discount and vendors will be unable to access the Festival site.
  6. Vendors must provide their own tent/trailer and equipment with their own hot water, potable sinks and hose. All vendors will be supplied with 110V 15-amp circuits (4 standard plugs).

If **additional power** is needed please state here:

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Please provide **water requirements** here – you must provide your own hot water:

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Please **provide tent/trailer size** (feet) – include trailer hitches, overhangs and space required for product storage:

7. All food vendors must be responsible for meeting current fire and health regulations. For more information please call 780.496.3850 for Fire and 780.735.1400 for Health Regulations (Capital Health).
8. Each vendor must provide a representative during all festival operating hours (**11:00 AM – 9:30 PM**) for **ALL 13 days** of the festival and will be held responsible – Rain or Shine.
9. **Set-up** is tentatively scheduled for June 24 after 9 AM. **Tear down** is July 7, AFTER 9 PM – **NO EXCEPTIONS.**
10. **A copy of your insurance coverage and the Capital Health form must be attached to the contract.** The Works Art & Design Festival is not responsible for any damaged properties that occur on the Festival site.

**No one is permitted to drive on Sir Winston Churchill Square at any time during the Festival. You will be fined!**  
Sign here to indicate that you have read and understood all of the above guidelines: \_\_\_\_\_

**THE WORKS ART & DESIGN FOOD STREET APPLICATION FORM 2010**

**PLEASE CHECK ONE OF THE FOLLOWING:**

**Early Bird Applications received before February 15, 2010 -- \$300 Damage Deposit Due at time of application**

| Trailer or Tent Size | Total Amount | First Payment Due          | Final Payment Due       |
|----------------------|--------------|----------------------------|-------------------------|
| 10 x 20 feet         | \$3500       | February 15, 2010 (\$1750) | April 15, 2010 (\$1750) |
| 8 x 15 feet          | \$3300       | February 15, 2010 (\$1650) | April 15, 2010 (\$1650) |
| 10 x 12 or less      | \$3100       | February 15, 2010 (\$1550) | April 15, 2010 (\$1550) |

**Applications received between February 16 and April 15, 2010 -- \$300 Damage Deposit Due at time of application**

| Trailer or Tent Size | Total Amount | First Payment Due       | Final Payment Due       |
|----------------------|--------------|-------------------------|-------------------------|
| 10 x 20 feet         | \$3900       | March 15, 2010 (\$1950) | April 15, 2010 (\$1950) |
| 8 x 15 feet          | \$3700       | March 15, 2010 (\$1850) | April 15, 2010 (\$1850) |
| 10 x 12 or less      | \$3500       | March 15, 2010 (\$1750) | April 15, 2010 (\$1750) |

**Applications received after April 15, 2010 \$300 Damage Deposit and Full Payment Due at time of application**

| Trailer or Tent Size | Total Amount |
|----------------------|--------------|
| 10 x 20 feet         | \$4300       |
| 8 x 15 feet          | \$4000       |
| 10 x 12 or less      | \$3800       |

**Multi-Year Commitment 2010 and 2011 - ONE TIME FEE ONLY \$300 Damage Deposit Due at time of application**

| Trailer or Tent Size | 2010 Full Payment Due      | 2011 Full Payment Due      |
|----------------------|----------------------------|----------------------------|
| 10 x 20 feet         | February 15, 2010(\$3200)  | February 15, 2011 (\$3200) |
| 8 x 15 feet          | February 15, 2010 (\$3000) | February 15, 2011 (\$3000) |
| 10 x 12 or less      | February 15, 2010 (\$2800) | February 15, 2011 (\$2800) |

**PLEASE PRINT CLEARLY:**

COMPANY NAME: \_\_\_\_\_ CONTACT PERSON: \_\_\_\_\_  
 ADDRESS/CITY/PROV: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_  
 HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

Size of trailer/tent: \_\_\_\_\_ Date of Application: \_\_\_\_\_ \$ \_\_\_\_\_  
 If required Tent Rental from The Works Festival -- contact Dawn for daily rates \$ \_\_\_\_\_  
 Refundable Damage Deposit - Due at time of application \$ 300.00

**PAYMENT METHOD:**

( ) Cash (Do not send via mail) ( ) Certified Cheque - from any major bank ( ) Money Order  
 ( ) Visa ( ) Mastercard Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

\_\_\_\_\_  
 Print Name as it appears on card Cardholder's Signature

**Disclaimer:** The Works Art & Design Festival is an outdoor event and will occur RAIN OR SHINE. It remains each vendor's sole responsibility to provide a representative during ALL 13 days and hours (11:00 AM – 9:30 PM) of Festival operation (including the final day of Festival) or otherwise reach a breach of contract. Management reserves the right at any time to alter or remove vendors if their conduct or representation is objectionable to staff or other participants in The Works Art & Design Festival Food Street or general public, or do not adhere to The Works Art & Design Festival Guidelines as outlined in the contract.

**Endorsement:** I/We, the undersigned, agree to participate in accordance to The Works Art & Design Festival terms and conditions. I/We will be bound by such terms in the event of a successful application. Completion and submission of this form constitutes a contract. (Please retain a copy for your records.)

Questions? Contact Dawn Saunders Dahl P: 780.426.2122 ext 233 E: [dawn@theworks.ab.ca](mailto:dawn@theworks.ab.ca) Fax: 780.426.4673

**SIGNATURE(S):** \_\_\_\_\_

**PRINT NAME(S):** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Send all completed applications to:** The Works Art & Design Festival Food Street Application 10635–95th St. NW Edmonton, AB T5H 0S6