



4261 A-14 Highway 7 E., Ste 281
Unionville, ON L3R 9W6

Vendors: vendorinfo@markhamjazzfestival.com
Event updates: markhamjazzfestival.com

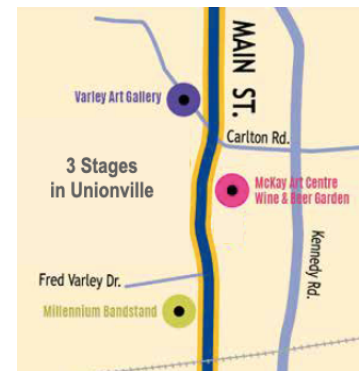
VENDOR INFO & APPLICATION FOR CRAFT AND SERVICES BOOTHS

We are pleased to invite you to be a vendor at the 2024 Markham Jazz Festival – our 27th anniversary! Enclosed is an application and contractual agreement to participate, along with details of the event.

Music fans come from around the GTA to enjoy 25+ free, live performances, strolling up and down Main St. Unionville as they move between our three main stages and street performance locations. Booths are set up along Main St between the Bandstand and Crosby Arena where vendors can attract the most attention for their crafts and services.

WHEN

- **Saturday, August 17**
 - Exhibitor hours: 12:00 noon to 8:00 pm
 - Set-up: 11:00 am to 12:00 noon
 - Tear-down: 8:00 to 9:00 pm (escort in and out prior to street reopening at 11:00 pm)
- **Sunday, August 18**
 - Exhibitor hours: 12:00 noon to 5:30 pm
 - Set-up: 11:00 am to 12:00 noon
 - Tear-down: 5:30 to 6:30 pm (street reopens at 7:00 pm)



WHERE TO EXHIBIT

1. North of the Millennium Bandstand (our largest stage)
2. South of Carlton Rd. in front of Crosby Arena (across from Varley Art Gallery)

There are 25-30 booth locations available between these two sites.

Directions from Hwy 401 > Hwy 404

- Hwy. 404 north to Hwy. 7 (approx. 4 km)
- Hwy. 7 east > left at Main St. Unionville (5 lights east of Warden Ave.)
- Main St. north to event

HOW MUCH

- Commercial vendors: Saturday only = \$200 • Saturday and Sunday = \$300
- Not-for-profit vendors: Saturday only = \$50 • Saturday and Sunday = \$75

SPECIFICATIONS

- Size – Booth spaces are approximately 11 feet by 11 feet.
- No hydro available and no generators are permitted – Vendors provide their own tents and tent-pole weights, tables, chairs, etc.
- Timing – Street closes to all vehicles at 11:00 am on both days; if you arrive after 11:00 am, you must carry your equipment in. On Saturday, you may stay later than 8:00 pm; lighting is needed after 8:30 pm.
- Teardown – While the street remains closed to traffic until 11:00 pm, the Committee will escort vendor vehicles in and out to facilitate exit. Sunday, the street reopens to traffic at 7:00 pm.
- Safety – Vendors showing both days must tear down Saturday night and set up again on Sunday. We will assist where possible and ensure you exit safely.
- Insurance required – Each vendor must submit to us, in advance of the Festival, a certificate of commercial general liability insurance of \$2 million, naming “The Corporation of the City of Markham” as an additional insured.



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INSURANCE REQUIREMENTS: As noted, each vendor must submit to us, in advance of the Festival, a **certificate of commercial general liability insurance of \$2 million, naming “The Corporation of the City of Markham” as an additional insured.** The MJF Vendor Coordinator will require this certificate to be provided at least one week (7 days) prior to the MJF event day.

- To make the process of acquiring this insurance easier, we are providing the contact info for a local insurance broker who specialize in insuring exhibitors for events such as the Markham Jazz Festival; you may find other sources. We understand the cost of these policies is quite affordable.

PAL Insurance Brokers
www.palcanada.com
1-800-265-8098 ext. 235
Att: Paula Case

APPLICATION & PAYMENT: Please complete the attached “Application and Contractual Agreement” and mail it, or scan and email it to us with your payment. (See next page for details.)

By signing this agreement, you agree to be bound by the outlined terms and conditions.

We look forward to your participation!



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CRAFT/SERVICES VENDOR APPLICATION & CONTRACTUAL AGREEMENT FOR PARTICIPATION IN THE 2024 MARKHAM JAZZ FESTIVAL

Kindly complete this application, sign the second page of the agreement, and return both with your payment.

COMPANY NAME: _____

OWNER NAME: _____

ADDRESS: _____
Street City

POSTAL CODE: _____

PHONE: _____ CELL: _____

E-MAIL: _____

DESCRIPTION OF GOODS/SERVICES TO BE PRESENTED AT YOUR BOOTH:

APPLICATION & PAYMENT *Please mark your preferences and complete the last page.*

Commercial Vendors

Saturday only = \$200.00 Sunday only = \$200.00 Saturday and Sunday = \$300.00

Not-for-profit Vendors

Saturday only = \$50.00 Sunday only = \$50.00 Saturday and Sunday = \$75.00

If paying online via PayPal, mark this box and pay at: www.markhamjazzfestival.com/vendor-info
You may scan and email your signed application to: vendorinfo@markhamjazzfestival.com or mail it to the address below.

If paying by cheque, mark this box, make your cheque payable to "Markham Jazz Festival" and mail it with your completed application to:

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CONTRACTUAL AGREEMENT WITH THE MARKHAM JAZZ FESTIVAL

The undersigned hereby makes application to the Markham Jazz Festival Committee (hereinafter called MJF or the Committee) to operate a CRAFTS/SERVICES/COMMUNITY booth during the Markham Jazz Festival on either **Saturday, August 17, 2024 only**, or **Sunday, August 18, 2024 only**, or **both Saturday, August 17 and Sunday, August 18, 2024** according to the under-mentioned terms and conditions:

1. We will operate a booth(s) (11-ft. by 11-ft.) in a location designated by the Committee as follows:
 - ▶ Saturday, August 17 from 12:00 p.m. to 8:00 p.m. (option to stay later)If contracted, we will also operate a booth (11-ft. by 11-ft.) as follows:
 - ▶ Sunday, August 18 between 12:00 p.m. and 5:30 p.m.
2. We agree to pay the non-refundable entry fee in advance, with there being no other charges.
3. We agree that it will be our responsibility to erect the required facilities and that the Committee shall have the right to approve the appearance and type of booth.
4. We agree to be bound by the location of our assigned booth, as determined by the Committee.
5. We understand that no hydro or water facilities are provided to any booth. No power generators are allowed.
6. We understand that the MJF does not provide tables, chairs or tents. Vendors must bring their own requirements.
7. We will be responsible for the behavior of our staff and of the public in our booth and will, at all times, maintain a reasonable standard of conduct.
8. The MJF Committee and its members and affiliates assume no responsibility or liability for any loss, damage or injuries occurring or suffered during the operation of the booth, within the area of operation of the booth, nor does the MJF Committee assume any liability or responsibility for financial loss of any kind.
9. The Participant hereby waives, releases, and forever discharges the Markham Jazz Festival and the Corporation of the City of Markham from and against any and all liability, claims, demands, actions, or causes of action for losses, costs, expenses or damages to property or personal injury (including death) (collectively "Liability") which may result from the Participant's operation of the booth/exhibit space or otherwise in connection with the Participant's participation in the MJF due to any cause whatsoever, including without limitation, negligence, or breach of any statutory or other care of duty on the TDMJF or the City. The Participant further agrees to hold harmless and indemnify the MJF representatives from and against any and all Liability which may result from, or is in any way connected with the Participant's operation of the booth/exhibit space or participation in the MJF.
10. We agree to abide by reasonable rules and regulations as determined by the Committee.



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11. We understand that the Committee reserves the right to rescind this Agreement and to require the booth be vacated in the event of a breach of this Agreement.
12. We agree to indemnify and save the Committee harmless in respect of any loss or liability or any injuries occasioned.
13. This Agreement is non-assignable without the consent of the Committee.

SIGNATURE: _____

PRINTED NAME: _____

DATE: _____

Accepted, Markham Jazz Festival Committee:

Name

Date