



**2017 NORTHUMBERLAND RIBFEST MARKETPLACE
in COBOURG'S VICTORIA PARK
FRIDAY, AUGUST 18th to SUNDAY, AUGUST 20th
www.northumberlandribfest.ca**

Last year was the Rotary Club of Cobourg's 10th annual Northumberland Ribfest. **In 2016, over 32,000 visitors came through our gates over the weekend into Cobourg's beautiful Victoria Park** to enjoy fantastic ribs, chicken, ice cold refreshments, **fantastic music** (including a live stream performance by the Tragically Hip in their last concert!) plus a great variety of excellent non-food vendors. **In 2013-16, we averaged over 25,000 visitors. Our 11th annual Ribfest in 2017 promises to be even better!**

In 2016, we had 26 non-food exhibitors. This year, we expect to welcome even more. Once again, the Marketplace area will be adjacent to the main North entrance and visitors to Ribfest will pass the vendor Marketplace area as they enter Victoria Park. We look forward to making visitors and their families feel really welcome again for another great Ribfest event in Cobourg!

Terms and Conditions for vendors:

1. The space/area for regular booths/displays/tents will be 10' x 10', 10' x 20' or 10' x 30'. Requests for a larger area may be considered, on a case-by-case basis, and would be priced accordingly. However, the availability of a larger booth area is not guaranteed. **Exhibitors must remain within their allocated space; the fine for an infraction will be \$100.00.**
2. The Ribfest venue, including the Marketplace, will be completely fenced again this year. On-site security will be provided at all times from Thursday, August 17th (the day before the event) through Sunday, August 20th.
3. While the area has street lighting, supplementary lighting is limited. Electric power will be provided (1 outlet per vendor) and is included in the rental fees for each booth space. **Gas generators are not permitted on site.**
4. The Rotary Club of Cobourg retains the exclusive right to the sale of all liquid refreshments, including pop and water.
5. **Ribfest hours are: Friday 12:00 noon to 11 p.m., Saturday 11 a.m. to 11 p.m. and Sunday 12 p.m. to 7 p.m. We require exhibitor displays to stay open until 9 p.m. on Friday and Saturday, and 6 p.m. on Sunday.**
6. Exhibitors must provide their own display equipment, tents, tables, chairs, lighting fixtures, etc. We expect the area to be kept clean and well organized. **Exhibitors are not permitted to have any pets inside the Ribfest grounds. No overnight camping in trailers or in vendor tents, etc. will be permitted, in accordance with Town of Cobourg law.**
7. **The regular fee for the 3 days for a 10' x 10' display area will be \$337.50 plus 13% HST, \$519.00 plus 13% HST for a 10' x 20' area and \$761.00 plus 13% HST for a 10' x 30' area.**

All fees must be paid in full by cheque not later than Friday, June 16th, 2017.

Vendors who have paid in full by Friday, May 19th will get preferential consideration for booth location.

After June 16th, an additional late payment fee of \$50 will be charged in addition to the fees outlined above. All fees paid after June 16th, including late fees, MUST be paid not later than Friday, July 14th, 2017, by bank draft, certified cheque or cash, to ensure a confirmed space at Ribfest 2017. Sorry, we do not accept credit cards or Interac.

Vendor booth locations will not be assigned, or guaranteed, until all fees owing have been fully paid by the above date(s) – NO EXCEPTIONS.



8. The Town of Cobourg and The Rotary Club of Cobourg require that every applicant shall obtain insurance coverage of not less than \$2,000,000, per occurrence, against loss or damage resulting in bodily injury or death or damage to any property from any one incident.

Such insurance policy shall name "The Corporation of the Town of Cobourg", "The Rotary Club of Cobourg" and "The Northumberland Ribfest" as Additional Insureds, and shall protect against all claims for all damage, injury or death arising out of any act or omission on the part of the Town of Cobourg, the event organizer, its servants or agents. The policy shall be endorsed stating that it will not be altered, cancelled or allowed to lapse without 30 days prior written notice.

It is recommended that applicants consider increasing their liability limit to \$5,000,000.

9. One parking space, per vendor, is included, at no extra cost, on a 1st come, 1st served basis, in the designated vendor parking area. For vendors with booths of 10' X 30" or larger, two complimentary parking spaces will be included, again on a 1st come, 1st served basis. The Rotary Club of Cobourg cannot guarantee that parking space will always be available in these areas.
10. **Exclusivity** of the sale of specific products/goods by vendors is **not guaranteed**. Every effort will be made to place vendors in order to avoid direct and obvious competition once applications, Certificate of Insurance and full payment have been received by the Rotary Club of Cobourg at the address below.
11. Vendors will have access to the marketplace site to **set up booths/tents from 8:00 a.m. to 5:00 p.m. on Thursday, August 17th and from 8:00 a.m. to 10:00 a.m. on Friday, August 18th. Since Ribfest opens to the public at 12:00 noon on Friday, no vehicles or trailers are allowed within the area, for unloading or loading, after 10:00 a.m. Friday - NO EXCEPTIONS. Vendor tear-down on Sunday, August 20th, may not begin earlier than 6:00 PM, without prior permission from Rotary.**

Please complete the attached application form and return it by Canada Post with your cheque (payable to the "Rotary Club of Cobourg") to:

Rotary Club of Cobourg
c/o David Leech
840 Wilkins Gate
Cobourg, ON
K9A 0C1

Still Have Questions?

Please contact David Leech at: eMail: dleech01@gmail.com or Tel: 289-252-0767





2017 Northumberland Ribfest
Marketplace Application



Vendor/ Exhibitor Contact Name _____

Company / Organization _____

Address _____

City / Town _____

Postal Code _____

Business / Mobile Phone _____

eMail Address _____

Provide complete list of sale items / products:

10' x 10' space \$337.50 * + \$43.88 HST = \$381.38

10' x 20' space \$519.00 * + \$67.47 HST = \$586.47

10' x 30' space \$761.00 * + \$98.93 HST = \$859.93

* (includes Electricity – 1 outlet per exhibitor)

Total payment must be received in full, by cheque, not later than FRIDAY, JUNE 16th, 2017.

A \$50 late fee will be charged after JUNE 16th, per point 7 in the application Terms and Conditions.

TOTAL ENCLOSED \$ _____

Payable to: Rotary Club of Cobourg

Is your Certificate of Insurance attached and included, in accordance with Provision #8?

YES

NO (If NO, please explain)

Vendor Signature

Date: (dd/mm/yy)

