



# VICTORIA HIGHLAND GAMES

## VENDOR INFO, RULES & REGULATIONS

### LOCATION:

- The **72nd Victoria Highland Games & Celtic Festival** takes place May 16<sup>th</sup> and 17<sup>th</sup> 2009 at its new location of **Topaz Park** in the City of Victoria. (Blanshard and Finlayson). This location is 3 times the size of our previous venue in 2007 and is more centrally located. Last year was a welcome change.

### DEADLINE:

- Vendor applications **must be** submitted by **Sunday May 3, 2009**.

### REQUIREMENTS:

- We prefer vendors that are selling or promoting items related to **Scottish or Celtic culture**. We encourage all interested vendors to apply.

**The Victoria Highland Games Association [VHGA] reserves the right to limit the number of vendors attending the Games and the types of items sold.**

### VENDOR FEES:

- The daily vendor attendance fees per day are as follows:

**\$60.00 for a 10"x10" space**  
**\$110.00 for a 10"x20" space**

- This fee includes the site space and **two 1-day admission passes**. Tables may be ordered for a rental fee of **\$10.00** each per day and chairs will be provided free of charge (the number of chairs required must be indicated on application form).
- Additional admission passes may be ordered with application at a cost of \$5.00 each for Saturday and \$8.00 each for Sunday.
- A cheque for all fees and table rentals must accompany the application form. A fee of \$25.00 will be charged on all N.S.F. cheques.
- There will be a clean-up fee of \$25.00 if area is not cleaned at the end of the day.
- Upon receipt of application form and fees, a map of the site and parking area as well as admission passes will be forwarded on to you. Vendors' names will also be included in the program.

**\* All fees are non-refundable \***

Please contact Randy Stewart at (250) 383-8289 or [appin@shaw.ca](mailto:appin@shaw.ca) if you have any questions.



## VENDORS RESPONSIBILITIES DURING THE EVENT

- ❑ Vendors must be prepared to **attend** their space for the **full duration** of the Games.
- ❑ **Set-up time** on May 16 or May 17, 2009 is from 6:30 am to 8:30 am. Overnight security is provided for the field and contents.
- ❑ **Vehicles are NOT permitted on the field and must be unloaded and parked in the lot by 8:00 am on May 16 or 17, 2009.** Vendors may park in the lot nearest the vendor site; however, these spaces are provided on a **first come first serve** basis.
- ❑ **Cash flow** is the responsibility of the vendor.
- ❑ Vendors must provide their own table coverings and **sun/rain protection**.
- ❑ Vendors are responsible for **removing their garbage**.
- ❑ **No parking** in loading area, vehicle must be moved once unloaded/loaded.
- ❑ **No gas generators are permitted.**
- ❑ **No dangerous, hazardous or illegal items** are allowed at the Games.



# VICTORIA HIGHLAND GAMES VENDOR APPLICATION FORM

Please return this page with your payment to:  
VHGA, Vendor Registration  
2952 Henderson Road  
Victoria, BC V8R 5M3

**DEADLINE FOR APPLICATION IS MAY 3, 2009.**

**Business Name:** \_\_\_\_\_

**Business License Information:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Phone #:** ( \_\_\_\_ ) \_\_\_\_ - \_\_\_\_\_ **Email:** \_\_\_\_\_ @ \_\_\_\_\_

**Please provide a brief description of your product(s) or services:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Day attending (May 16 and/or May 17)** \_\_\_\_\_

**Size of required site:**

- 10ftx10ft      \$60.00 for each day      \$ \_\_\_\_\_
- 10ftx20ft      \$110.00 for each day      \$ \_\_\_\_\_

**Number of tables:** \_\_\_\_\_ x \$10.00 per day = \$ \_\_\_\_\_

**Number of chairs required:** \_\_\_\_\_ FREE      **N/C**

**Extra passes:** \_\_\_\_\_ x \$5.00 (Saturday) = \$ \_\_\_\_\_

\_\_\_\_\_ x \$8.00 (Sunday) = \$ \_\_\_\_\_

**TOTAL ENCLOSED:** \$ \_\_\_\_\_

Please make your cheque payable to: Victoria Highland Games Association or VHGA. U.S. fees must be paid using either a money order in Canadian funds, or a cheque in U.S. funds at par.

**WAIVER:**

I have read and understand the rules and regulations and wish to be a vendor at the Victoria Highland Games & Celtic Festival. I hereby for myself, my heirs, executors, and assigns waive and release any and all rights and claims I may have for damages against the Victoria Highland Games Association, its agents or representatives for any injuries which may be suffered by me during the Highland Games & Celtic Festival sponsored by said Association and/or any function related to the Highland Games & Celtic Festival.

**Signature:** \_\_\_\_\_

**Dated:** \_\_\_\_\_ / \_\_\_\_\_ / 2009