



VICTORIA HIGHLAND GAMES

VENDOR INFO, RULES & REGULATIONS

LOCATION:

- The **147th Victoria Highland Games & Celtic Festival** takes place **May 22 and 23, 2010** at **Topaz Park** in the City of Victoria. (Blanshard and Finlayson).

DEADLINE:

- Vendor applications **must be** postmarked by **Friday May 7, 2010**.

REQUIREMENTS:

- We prefer vendors that are selling or promoting items related to **Scottish or Celtic culture**. We encourage all interested vendors to contact Randy at appin@shaw.ca to confirm your eligibility.

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 \$10.00 each for Saturday and \$10.00 each for Sunday (\$18 for a two-day pass).
- 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 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 22 or May 23, 2010 is from 6:30 am to 8:30 am. Overnight security is provided for the field and contents.

- 2. **Vehicles are NOT permitted on the field and must be unloaded and parked in the lot by 8:00 am on May 22 or 23, 2010.** Vendors may park in the lot nearest the vendor site; however, these spaces are provided on a **first come first serve** basis. We will have quads, dollies and volunteers available to help you setup.
 - ❑ **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.

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

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



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 7, 2010.

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 22 and/or May 23) _____

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 \$10.00 (Saturday) = \$ _____

_____ x \$10.00 (Sunday) = \$ _____

_____ x \$18.00 (2-day pass) = \$ _____

TOTAL ENCLOSED: \$ _____

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

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: _____/_____/2010