



Dear Market Place, Food and Site Vendor,

Thank you for your interest in Port Elgin Pumpkinfest. Please take a moment to look over the items on this page as well as the general terms and conditions as they both contain important information for the application process. We look forward to having you join the Port Elgin Pumpkinfest Family as one of our vendors!

PLEASE NOTE:

- ☒ All products a vendor intends to sell at the show are to be listed on the application
- ☒ **All vendors** must submit a **minimum of 3 colour images** with their application package. The images should show products, booth display and set-up. These can also be submitted via email.
- ☒ Parking passes, procedures, and site maps will be addressed with those who are accepted into the show. **Vendors Selling Food** will be required to fill out a health form that will be mailed to them with their acceptance package. This form **MUST** be filled out and sent to the Health Department **with a copy sent to Pumpkinfest** as well, before you are able to set up at the festival.
- ☒ Absolutely no parking of trailers in close proximity to the vendor booths. This means, trailers are parked in designated parking locations **ONLY**. You are responsible for getting products to and from your site location.
- ☒ We are encouraging all Pumpkinfest Vendors to decorate their booths with a harvest theme. Our goal is bring back the Country Harvest/Fall Fair atmosphere.
- ☒ Overnight stays on-site are **NOT PERMITTED**. (This includes vendors, their staff, and anyone else associated with their operations)
- ☒ Payment must accompany your application. Payment can be made by cheque, VISA, MasterCard, Money Order or Cash. If using a credit card there will be an administration fee.
- ☒ **Vendors are not allowed on festival grounds (including all tents & buildings) until 5pm on Friday—no exceptions! Vehicles will not be allowed on site for tear down until all public is cleared from the event grounds (usually between 4:30 and 5 pm).**

<p><u>Set-up times:</u> Friday <i>Sept. 29, 2017</i> 5 pm-9 pm</p> <p>Saturday <i>Sept. 30, 2017</i> 7 am-8:30 am</p>	<p><u>Show times:</u> Saturday <i>Sept. 30, 2017</i> 9 am-6 pm</p> <p>Sunday <i>October 1, 2017</i> 10 am-4 pm</p>	<p><u>Tear-down time:</u> Sunday <i>October 1, 2017</i> 4 pm-7 pm</p>
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