



Barton Village BIA
448 Barton St E, Unit 2
Hamilton, ON
L8L 2Y6

Dear Vendor,

We invite you to be a part of our summer #BartonFirstFridays taking place on the **first Friday of each month** along Barton Street (between Victoria and Sherman) with the main show at Woodlands Park. The following dates are when we are hosting outdoor movies at Woodlands Park:

July 5th, 2019

August 2nd, 2019

September 6th, 2019

These events will be promoting shopping local community connectivity, inviting the community to #spendithere. At each of the movies we will be hosting a pop-up market place beside it along with games and activities.

We held our first outdoor movie last summer and it was a tremendous success, so by popular demand we are hoping to do 3 this summer. We find that there is something extra special about sitting at your local park sharing an experience with your fellow neighbors.

Mission: To bring awareness to and celebrate the potential of Barton Village and draw on the assets located and established along the street while also supporting and promoting local artisans

Vision: To fill Barton Village with vibrant community, residents, businesses, entertainment, food, celebration and potential investors

Some of our Values: Inclusivity, Local, Celebration, Community, Awareness to potential, Mutually beneficial appreciation/acknowledgement to current/established businesses along Barton St, Grass roots – by residents for residents and child friendly.

Please contact us at info@bartonvillage.ca or call 289-682-9472 if you have any questions. Applications must be received before **3 weeks in advance (or apply for the whole summer)** in order to allow time for processing. We look forward to working with you on this exciting adventure.

Sincerely,

Rachel Braithwaite

Barton Village BIA

289-682-9472

Vendor Information - 2019 #BartonFirstFridays – outdoor movies

Fees

- 10ft x 10ft space outside – local crafter / not for profit \$25
- 10ft x 10ft space outside - \$50
- 10ft x 10ft space outside – food vendor/Truck \$90

You are responsible to bring any equipment needed (tent, table, chairs, tablecloth...).

Vendor Location

The location of your space is allocated by the Barton Village BIA. We will do our best to accommodate special requests. All vendors will be located at Woodlands Park where the movies show.

Set-up

The movies start at dusk but we find people start arriving at 6:30ish. So, we encourage you to be set up before 6:30pm. In July we are excited to partner with Kiwanis and Playocracy who will be holding a special Play Day festival from 6-9pm on July 5th. As such we request that you be set up by 5:30pm for the July event and that you do your best to incorporate a play aspect (a game, colouring, bubbles...).

Awnings, tents, and backdrops are allowed, but space is limited, and we must know in advance – on the application form – in order to assign an appropriate spot so that another vendor is not blocked and ensure sufficient space is allocated Please indicate on your application if you are planning any large equipment or displays at your booth.

Vendors must submit:

1. Application Form (included with this package)
2. Signed copy of vendor agreement (included with this package)
3. Fee for booth space
4. Logo, photo of work or website address to be used in promotional activities

Electricity: We do not provide power for outside vendors

If you require electricity and you are a vendor outside it is your responsibility to make your own arrangements.

Suggested sources:

- A small (quiet) generator
- propane lamps

Water: We do not provide water, this is your own responsibility

Food Vendors:

Please note that if you are a Food Vendor you must be familiar with the current guidelines from the City of Hamilton Public Health Dept. and ensure that your booth is in compliance with them.

Food Vendors must submit:

1. Vendor Application Form (included with this package)
2. City of Hamilton Special Event Application for Food Vendors
- 3. Fee of \$90**
4. Certificate of Insurance
5. Logo, photo of work or website address to be used in promotional activities

You are responsible for providing adequate disposal and removal of both garbage you create and that which your customers may have as a result of purchasing from you

Food vendors must review the current guidelines of the City of Hamilton:

<http://www.hamilton.ca/HealthandSocialServices/PublicHealth/FoodSafety/SpecialEvents.asp>

Terms and Conditions

- Until payment has been processed no spot will be reserved
- I am responsible for ensuring that the space and surrounding area will be returned to the same state as when I arrived (cleared of any garbage I have created...)
- My booth space will be set up before the start time
- I will do my best to visit the stores in Barton Village and increase my awareness of what is available in Barton Village
- My presence at this event will help to bring awareness to and celebrate the potential of Barton Village and draw on the assets located and established along the street

Signature of business/organization representative

Date

Vendor Application – #BartonFirstFridays – outdoor movies

Business Name: _____

Business Address: _____

Contact Person: _____

Contact Email: _____ Contact Phone: _____

Business website (if applicable): _____

What type of product/ service will you be offering? _____

Please detail any signage or equipment you will have at your booth:

Space Needs:

10ft x 10ft space – Not For Profit/local crafter (\$25/month)

10ft x 10ft space – (\$50/month)

10ft x 0ft space – outside – food vendor (\$90/month)

Social Media

Twitter: _____

Facebook: _____

Instagram: _____

Month(s):

- July 5th, 2019 – Paired with an outdoor movie and Play Day festival
- August 2nd, 2019 – Paired with an outdoor movie
- Sept. 6th, 2019 – Paired with an outdoor movie

Payment Information

Please make cheques payable to 'Barton Village BIA'

Please submit completed application no later than **3 weeks prior** to info@bartonvillage.ca or Barton Village BIA
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