



**Waterford Lions Pumpkinfest**  
P.O. Box 815, Waterford, ON N0E 1Y0  
(519) 443-4944 E-Mail: [pumpkinfest@pumpkinfest.com](mailto:pumpkinfest@pumpkinfest.com)



**October 18-20, 2024 - Celebrating 42 Years of Pumpkinfest!**

Dear Vendor:

**RE: Food Vendor Application October 18-20, 2024**

Thank you for showing an interest in being a Vendor at Pumpkinfest.

**Set up:** Friday, 9 a.m. to 4 p.m. at Waterford Tricenturena, 32 Church Street East, Waterford, ON

**Upon arrival, contact:** Alex (519-754-5803) or Adam (519-717-5014)

**Operational hours:** Friday, October 13, 2023, from 5:00 p.m. to 10:00 p.m.

Saturday, October 14, 2023, from 10:00 a.m. to 10:00 p.m.

Sunday, October 15, 2023, from 9:00 a.m. to 4:00 p.m.

**Rules:**

1. All Vendors must have liability insurance.
  - A. Additional insured on your policy must be in place as follows:
    - **The Lions Club of Waterford, 53 Church St. West, Waterford, ON, N0E 1Y0.**
  - B. Additional insured on your policy must be in place as follows:
    - **The Corporation of Norfolk, 185 Robinson Street, Suite 100, Simcoe, ON, N3Y 5L6.**
  - C. **Certificate of Insurance** providing proof of coverage for the event with a minimum \$2 Million liability coverage.
  - D. A copy of the Vendor Certificate of Insurance to be sent to [outdoorvendors@pumpkinfest.com](mailto:outdoorvendors@pumpkinfest.com) and provided no less than 15 days prior to the event.
  - E. A copy of the Vendor Certificate of Insurance to be sent to The Corporation of Norfolk.
2. Vendor must complete the attached Business License Application and all applicable forms and forward to [clerks@norfolkcounty.ca](mailto:clerks@norfolkcounty.ca) along with a copy of their insurance coverage for the Event no less than 30 days prior to event.
3. **Vendor must complete** the Special Event Food Provider Application from the Haldimand Norfolk County Health Unit (HNCU) to be able to participate in Pumpkinfest. These forms must be submitted at least 60 days in advance of the event. Forms are available at HNCU [specialevents@hncu.org](mailto:specialevents@hncu.org)
4. Licensing fees and equipment inspections are Vendors responsibility.
5. Vendors are to supply all cords, connections, and adaptors. All cords, cord connectors (twist lock type) and cables to be approved type c/w rating before any electrical connection will be completed by a qualified electrician that represents the Pumpkinfest organization.
6. As an outdoor event, you are responsible to deal with all forms of weather, please be prepared. The festival does not have items on hand to assist with items like excess water or wind.
7. The organizers have the authority to close operations of the vendor on site if not abiding by rules.
8. No Refunds.

If you have any questions or require more information, please contact Renee Jarvis at 226-567-1026.

**WATERFORD PUMPKINFEST WILL NOT BE RESPONSIBLE  
FOR LOST, MISPLACED OR DAMAGED ITEMS**

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Street, Apt. #: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_ Website: \_\_\_\_\_

MANDATORY: Complete description of products being sold. *Selling items not listed could risk expulsion from festival.*

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**PRICES ARE FOR WEEKEND (including all tents)**

- ☐ Up to 25' Trailer: \$508.50 (\$450.00 + \$58.50 HST)
- ☐ Over 25' Trailer: \$565.00 (\$500.00 + \$65.00 HST)

**HYDRO in addition to Trailer Fees. Includes ESA. Vendor to supply ALL cords and adapters**

- ☐ 2-15 Amp (Split Circuit) \$84.75 (75.00 + 9.75 HST)
- ☐ 1-30 Amp 110/220 \$84.75 (75.00 + 9.75 HST)
- ☐ 1-50 Amp 110/220 \$113.00 (100.00 + \$13.00 HST)
- ☐ Have own Generator If using a generator, it must be silenced (quiet type) and suitable for Public Areas.

Payment due upon acceptance to confirm spot.

Payment can be made by etransfer to [Pumpkinfest@pumpkinfest.com](mailto:Pumpkinfest@pumpkinfest.com) or by cheque to Waterford Lions Pumpkinfest.

Email applications to: [outdoorvendors@pumpkinfest.com](mailto:outdoorvendors@pumpkinfest.com)

Mail applications and/or cheques to:

**Waterford Lions Pumpkinfest, Attn: Renee Jarvis, PO Box 815, Waterford, ON, N0E 1Y0**

**I have read and understand the attached rules and agree to abide by them.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date