

**2022 BBPA Sintering Fest ON Eglinton West Corporate Exhibitor Information
Application (page 6-8)**

Eglinton Ave W – from Marlee Ave to Dufferin Street

Friday August 26th, from 6:00 pm – 11:00 pm

Saturday August 27th., from 10:00 am – 11:00 pm

Sunday August 28th, from 10:00 am - 6pm

1. To secure your space, please complete the application form at the bottom of this document and submit the forms with full payment to the Black Business and Professional Association (BBPA)

Application included at the end of this Form.

2. Applications are accepted by:

Email (michele@bbpa.org), by mail:

Black Business and Professional Association

1621 Eglinton Ave W

York, ON, M6E 2H1

Please ensure that all certified cheques, money orders or drafts are made payable to:

Black Business and Professional Association

3. All fees are non-refundable. Incomplete applications will not be accepted.

4. The Black Business and Professional Association reserves the right to reject or deny any applications as the organizers deem necessary. In the case of a denial, the applicants' application fee will be refunded..

5. Booth displays and equipment shall not extend into the aisles, including all signs, banners, equipment, etc.

6. All Exhibitors require Exhibitor Insurance a limit of liability bodily injury & property damage in the amount of \$1,000,000.00. Please submit the Certificate of Insurance on or before August 1, 2022.

7. Exhibitor spaces are not assigned on a first-come, first-serve basis. The spaces are located at the discretion of the planning organizers. No exceptions and location changes will be accommodated. Pre-mapping the vendor placement allows for the flow as well as the event programming which takes place during the festival.

8. All exhibitors are responsible for their HST (Harmonized Sales Tax) where applicable.

9. Exhibitor set up is as follows:

Friday, August 26, 2022 from 2 PM – 5 PM

Note: All vehicles are expected to be off the street by 4 PM on Friday and 9 AM on Saturday and Sunday. No vehicles will be allowed into the street after 9 AM.

10. All exhibitors must staff their site during operating hours. BBPA does not accept responsibility for any possessions left onsite for the duration of the festival. However, we do provide security to help keep the street safe.

11. All display and registration signs must be visible at all times.

12. All are required to display their exhibits or wares within their assigned areas.

Booth Etiquette

1. BBPA and/or Representatives reserve the right to restrict music and/or amplified sounds from any source that interfere with activities in neighbouring booths or the stage.

2. All exhibitors are expected to be in their booths during all published festival hours.

SECURITY

1. Security will be provided during the festival operation; however, the concessions, contents, inventory and products are the sole responsibility of the exhibitor.

2. Additional short-term liability insurance must be purchased from an insurance provider of your choice. Please submit the Certificate of Insurance on or before August 1, 2022.

3. It is the exhibitor's responsibility to have personal and/or business insurance coverage.

EQUIPMENT

1. Exhibitors can supply their own tents/canopies, tables and chairs. All coverings must be securely anchored with sandbags or weights.

2. Tables and tents are available for rent. The number of tables and tents must be ordered in advance and payment included on the exhibitor's application forms. Such rental items must be returned in good condition at the end of the festival.

3. Stereo systems, speakers, microphones, loudspeakers or any other equipment that amplifies sound are not permitted at any time during the festival.

SET-UP AND BREAKDOWN

1. All exhibitor equipment must be loaded onto the street no later than Friday August 26, 2022, 5 PM.

2. No vehicle will be permitted on the street after 9 PM. on Saturday and Sunday. All vehicles must be removed from the site immediately after unloading.

3. Set-up after unloading must be completed before 5 PM on Friday, August 26, 2022 and before 9 AM on Saturday, August 27 and Sunday, August 28th
BREAKDOWN on Sunday August 28, 2022 by 10 PM.

4. Barricades and fences are put in place by festival staff. They must not be altered in any way.

ELECTRICAL

1. No personal generators are allowed. BBPA will provide generators to supply electrical to all vendors. Exhibitors will receive two free 15-amp electrical outlets.
2. Exhibitor's who require additional electricity must complete and attach a listing with their application indicating details of equipment type and the quantity of each piece of equipment, and the amp/watts and voltage (110 or 220)
3. Exhibitors must supply their own 100-foot heavy duty outdoor AC 120 VAC electrical extension cord(s) to reach reserved electrical outlets.
4. Additional hydro will not be available to a vendor if the requested information is not submitted prior to the festival start date. The fee for additional hydro is not included in the booth space.

PARKING

1. Municipal by-laws prohibit parking of vehicles on the street at any time except for specific load-in and load-out times indicated by the organizers.
2. Only a limited number of vehicles will be allowed on site for purposes of loading/unloading and must be removed within 30 minutes. Vehicles left for a longer period in the loading zone will be ticketed.
3. Parking is NOT included in the exhibitor fees. Parking is available in public lots in the immediate area.

CLEAN UP

1. All exhibitors are responsible for keeping their concession and surrounding area tidy and free of litter.
2. Each vendor must supply their own garbage bags for their concession site.
3. All trash must be placed in appropriate containers, dumpsters or bins provided.
4. A penalty will be charged for any equipment, property or items left behind on the street after the designated loadout times.

VOLUNTEERS

1. Festival volunteers and BBPA representatives will be on the street to monitor and assist when needed.

DISCLAIMER The BBPA is not responsible for acts of God, profitability of concessions, removal by the City of Toronto's by-law enforcement officers, Toronto Police and/or the Department of Health and any liability claims that any vendor may incur. The BBPA also reserves the right to remove any vendor(s) from the premises who fail to fulfill any of the conditions specified in this contract.

2022 BBPA Sinting Fest ON Eglinton West Corporate Exhibitor Application Form

Your Name	
Company Name	
Booth Name	

Type of Industry
<hr/> <hr/>

Address	
City	
Province	
Postal Code	
Cell number	
Other Telephone #	
Email	

Item description (please list items that will be displayed at your booth) (required)
<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

Please list electrical equipment. (required)
<input type="checkbox"/> Item 1 _____ # of Amps _____
<input type="checkbox"/> Item 2 _____ # of Amps _____
<input type="checkbox"/> Item 3 _____ # of Amps _____
<input type="checkbox"/> Item 4 _____ # of Amps _____

Amount of Amps (required) **Note: Electrical power cannot be added after August 15, 2022**
Price list: Each additional 15 amp is \$68

Prices (Circle your required selection). Please note tents are extra. Amps costs listed above



Prices Price of ALL booths <u>includes:</u> booth space, HST, and two 15-amp electrical outlet. .		Price Includes HST	Tent rental price Incl HST	Additional Amps See price list above
	10 x 10 Corporate Booth	\$3955	\$255	
	10 x 20 Corporate Booth	\$8475	\$900	

Insurance requirements

Please note: proof of insurance (\$1000,000 Liability) is required once your application is approved. If not received by August 1st, booth fees are non-refundable.

PAYMENT - Payment is due in full with your application form. All payments must be made by certified cheques, money orders, bank drafts or contact us for EFT information:

BBPA in the Community

1621 Eglinton Ave W. York, ON

Cheques should be made payable to: Black Business and Professional Association.

The applicant agrees to abide by the conditions, rules and regulations stated in the 2022 Guidelines document and agrees to absolve the BBPA from any claims, damages, or liabilities in violation of these terms. The applicant also agrees to abide by all municipal, provincial, or federal laws and regulations in effect for the duration of the festival (Sinting Fest ON Eglinton West).

Your name: _____

BBPA

Print Name and Title

Print Name and Title

Authorized Signature _____

Authorized Signature _____

Date: _____

Date: _____