



*The Home County Folk League is incorporated  
as a registered, non-profit, charitable organization.*

## Home County Folk League

Home County Folk Festival  
c/o London Community Resource Centre  
115-652 Elizabeth Street, London, ON N5Y 6L3  
Tel: 519.432.4310 Fax: 519.432.6299  
Email: [info@homecounty.ca](mailto:info@homecounty.ca)  
[www.homecounty.ca](http://www.homecounty.ca)

March 2011

Dear Green Vendor

We invite you to apply at the early bird rate of \$350 for participation in the 38<sup>th</sup> annual Home County Folk Festival to be held July 15 - 17, 2011 in Victoria Park, London, Ontario. This is a juried show for green vendors that demonstrate environmental innovation and outstanding sustainability. Applications received and paid prior to April 15, 2011 will be \$350 for a 20 ft. x 20 ft. booth space. After April 15<sup>th</sup>, the booth fee is \$375.

Home County Folk Festival continues to be London's longest running, admission by donation, volunteer-run festival, creating a great summer weekend full of exclusively Canadian arts & crafts, music, food, dance, children's programming, and new in 2011, a Green Village. The excellent quality of music programming and the high standards of our juried vendors ensures that Home County continues to attract an annual attendance over the weekend - estimated between 125 000 – 150 000. The regular 2011 fee for a 20 x 20 space is \$375, including an electrical hookup. A \$50 site deposit is also required (separate cheque), and will be refunded after the festival, assuming all agreements have been satisfied. **The early registration fee of \$350 is for applications postmarked and paid by April 15, 2011.** There are also a limited number of spaces available without hydro for \$350. There are city regulated guidelines regarding lighting alternatives.

All vendors must provide proof of liability insurance, as part of the application, with Home County Folk Festival listed as an 'additional insured' on their policy.

Please return the attached forms fully completed and signed with your cheques for \$350 (\$375 after April 15<sup>th</sup>) and \$50 (site fee – post-dated to July 15, 2011) per booth space. Keep a copy for your records. Your signature on the forms indicates your agreement to the terms and conditions governing participation in the Festival.

Applications should be sent to:

Green Vendor Coordinator  
Home County Folk League  
c/o London Community Resource Centre  
115-652 Elizabeth Street  
London, Ontario N5Y 6L3

Sincerely,

Catherine McInnes  
Home County Green Vendor Coordinator 519 434 0510 [cathmcinnes@sympatico.ca](mailto:cathmcinnes@sympatico.ca)

## **Keep This Sheet**

### **Home County Folk Festival – Green Vendor Policy**

The Green Vendor Coordinator will make every effort to balance the number of booths and/or consult accepted and interested vendors before duplicating a product or service. Following the initial selection process through TREA/Waste Free World and upon formal application from an approved green vendor, applications will be reviewed and confirmed by the Home County Folk League board.

### **Terms of Agreement**

Upon arrival at the park, all vendors are to report to the Clarence Street entrance for site and parking directions. An information package will be handed out containing pertinent information for the weekend.

1. All booths must be set up by 2 pm. on Friday and 11 am. on Saturday and Sunday. The festival closes at 11 pm. on Friday & Saturday, and at 8:30 pm. on Sunday. Early departures or late set-ups are disruptive and present a safety hazard to the public, therefore any variation from the above times will jeopardize acceptance in subsequent shows.
2. No vehicles will be allowed in the park other than for drop offs prior to the start of the festival and pickups after the festival, in accordance with the City of London Bylaw 1. No curb jumping.
3. The items on display and for sale during the Festival have been listed on the application form.
4. Booth locations may not be changed without written permission of the Coordinator. Any disagreement that arises will result in the vendor being asked to leave the park for the duration of the festival. There will be NO refund of booth fee.
5. Vendors supply all tables, chairs, fire extinguishers, extension cords (CSA approved only) if required, walls and roof for their booth spaces. All structures must be of sound construction, able to withstand inclement weather and possess no danger to life or health.
6. Vendors are responsible for collection of all appropriate taxes and must display a vendor's permit.
7. Vehicles and trailers are not allowed in the park after the festival opens. Generators are not allowed in the park. No camping is allowed in the park. Consumption of alcohol is not allowed in the park.
8. Vendors are asked to keep their booths tidy. Garbage **MUST** be disposed of appropriately. We are a green festival, and as such, we expect vendors to recycle all appropriate materials.
9. Home County Folk League does not provide security specifically for vendors and takes no responsibility for anything left in the park over night.
10. All vendors must provide proof of liability insurance with at least one million dollars of coverage in case of any accident that might occur in or around their booth.

**2011 HOME COUNTY FOLK FESTIVAL APPLICATION  
FESTIVAL DATES: JULY 15,16,17, 2011**

NAME	
COMPANY NAME	
STREET ADDRESS	
CITY / PROVINCE	POSTAL CODE
PHONE NO.	E-MAIL & WEBSITE
Make of Vehicle & Licence Number (at festival)	
Number of Employees	Number of Years in Business

- ENCLOSE A CHEQUE FOR \$350 (by April 15) /\$375 (after April 15) and \$50 (site fee dated for festival date – July 15, 2011), PAYABLE TO “**HOME COUNTY FOLK LEAGUE**”.
- (THERE WILL BE A \$50 ADMINISTRATION CHARGE FOR ANY RETURNED CHEQUES).
- Visa/Mastercard payment also accepted. Type of card-MC/Visa(circle one)Name as it appears on card\_\_\_\_\_ Card #\_\_\_\_\_ Expiry:\_\_\_/\_\_\_
- YOUR CHEQUES WILL BE RETURNED IF YOUR APPLICATION IS NOT SUCCESSFUL. BOOTH FEES FOR SUCCESSFUL APPLICANTS ARE NOT REFUNDABLE UNDER ANY CIRCUMSTANCES.

- BEFORE YOU SEAL YOUR ENVELOPE, BE SURE THE FOLLOWING ARE INCLUDED:

1 YOUR SIGNED TERMS OF AGREEMENT

2 A CHEQUE or Credit Card info FOR \$350/375.00 – PER BOOTH SPACE

3 A CHEQUE FOR \$50 dated July 15, 2011 (Refundable Site Deposit)

COMPANY WEBSITE \_\_\_\_\_

5 PROOF OF LIABILITY INSURANCE WITH HOME COUNTY FOLK FESTIVAL NAMED AS AN ADDITIONAL INSURED ON THE POLICY

6 INFORMATION SHEET FOR THE PROGRAM

7 THIS SHEET

**STATEMENT OF APPLICATION**

I HAVE COMPLETED THE APPLICATION AND THE INFORMATION SHEET FOR THE PROGRAM AND VOW THAT ALL INFORMATION SUPPLIED IS ABSOLUTELY CORRECT. I HAVE READ, UNDERSTAND AND AGREE TO ABIDE BY ALL PARTS OF THE TERMS OF AGREEMENT, AND ACKNOWLEDGE THAT VIOLATION OF ANY PART MAY RESULT IN IMMEDIATE EXPULSION FROM THE PARK WITH NO REFUND OF FEES. IN CONSIDERATION OF ACCEPTANCE OF THIS APPLICATION, I HEREBY, FOR MYSELF, MY HEIRS, EXECUTORS AND ADMINISTRATORS, WAIVE, RELEASE, AND FOREVER DISCHARGE ANY AND ALL CLAIMS WITH RIGHTS FOR DAMAGES WHICH MAY HEREAFTER ACCRUE TO ME AGAINST THE HOME COUNTY FOLK LEAGUE, THEIR RESPECTIVE OFFICERS, AGENTS, REPRESENTATIVES, SUCCESSORS AND /OR ASSIGNS, FOR ANY AND ALL DAMAGES AND LIABILITIES WHICH MAY BE SUSTAINED AND SUFFERED BY ME IN CONNECTION WITH MY SAID ASSOCIATION WITH, OR ENTRY AND/OR ARRISING OUT OF MY TRAVELING TO, PARTICIPATING IN, AND RETURN FROM THE HOME COUNTY FOLK FESTIVAL.

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

(PLEASE PRINT)

SIGNATURE: \_\_\_\_\_

