



4261A-14 Highway 7, Ste 281
Unionville, ON L3R 9W6

June 2009

Dear Vendor:

We are pleased to extend an invitation for you to join us and enclose an application to participate in the Markham Jazz Festival on **August 14-16, 2009**. Last year's festival was a great success and we can expect the same again this year.

The Markham Jazz Festival, held annually on the third weekend in August, will be celebrating its 12th anniversary this year. Our main stages will be at the Millenium Bandstand on Main Street Unionville and the patio of the Varley Art Gallery.

We are offering vendor booth opportunities beside our Varley Art Gallery stage. We are closing the street from Carlton Road to Library Lane on Main Street Unionville and have booked the parking lot on the north/east corner. Our vendor booths will be set up on the road and in that parkette area.

We would prefer that arts and crafts be Canadian hand-made and we encourage artists and crafters, where possible, to demonstrate their craft. Displays, tables, booths, chairs, etc. must be supplied and removed by the exhibitors. Each booth area will be approximately 12 feet by 12 feet. Booth assignments will be made based largely on the order in which we receive the completed paid-up applications.

Fees are payable by cheque made payable to the *Markham Jazz Festival*. Please complete and return the enclosed "Application and Contractual Agreement" form with your payment to the address on this letterhead. By signing this agreement, you agree to be bound by the outlined terms and conditions.

If you have any questions, please call me at 905-944-0265 or e-mail vendorinfo@markhamjazzfestival.com. For more information about the Markham Jazz Festival, visit www.markhamjazzfestival.com. Vendors will be listed on our site shortly after acceptance. If you know of other quality craft or food vendors such as yourself who might be interested in attending, please have them contact us. We look forward to your participation.

Best regards,

Vendor Coordinator

PS: The Varley Art Gallery is located at 216 Unionville Main Street.



Location: Varley Art Gallery Stage Location
216 Main Street
Unionville, ON L3R 2H1

Directions: From Highway 401:

- Take **Hwy. 404** north
- **Hwy. 404 North**, take Hwy. 7 east (approx 4 km)
- **Hwy. 7 East**, turn left at Main St. Unionville (3 lights east of Warden Ave)
- **Main St. Unionville North**. Gallery is located several blocks north at the intersection of Main St. and Carlton Rd. (approx 1 km) at the top of the village. There will be designated parking for vendors and entertainers.

Saturday & Sunday, August 15-16, 2009 Varley Art Gallery, Unionville

10:00 a.m. Vendors can set up booths

1:30 – 7:00 p.m. Official jazz Festival Hours on Saturday, August 15 (tear down by 8:00 p.m.)

1:30 – 5:00 p.m. Official Jazz Festival hours on Sunday, August 16 (tear down by 7:00 p.m.)

*Tents CANNOT be left up overnight on Saturday, August 15th as the street will open up after 8:00 p.m. and there is no security at the parkette.

*NOTE: No hydro available.

Contractual Agreement with the Markham Jazz Festival

The undersigned hereby makes application to the Markham Jazz Festival Committee (hereinafter called the Committee) to operate a CRAFTS, FOOD or OTHER booth during the Markham Jazz Festival on **Saturday, August 15 and/or Sunday, August 16, 2009**, according to the under-mentioned terms and conditions:

1. We will operate a booth(s) (12 foot by 12 foot) that have been designated to us by the Committee as follows:
 - ▶ Saturday, August 15 between 1:30 pm and 7:00 pm (or earlier) **and/or**
 - ▶ Sunday, August 16 between 1:30 pm and 5:00 pm
2. We agree to pay the nonrefundable entry fee in advance, with there being no other charges.
3. We agree that it will be our responsibility to erect the required facilities prior to the event and that the Committee shall have the right to approve the appearance and type of booth.
4. We agree to be bound by the location of our assigned booth, as determined by the committee.
5. No hydro or water facilities are provided to any booth. No power generators allowed.
6. We will be responsible for the behaviour of our staff and of the public in our booth and will, at all times, maintain a reasonable standard of conduct.
7. We will be allowed to setup our booth(s) between 10:00-1:00 on Saturday, August 15 and between 10:00-1:00 on Sunday, August 16.
8. We will remove the booth(s) and all debris on both days, no later than 8:00 pm on Saturday, August 15, and 7:00 pm on Sunday, August 16.
9. The Committee and its members assume no responsibility or liability for any loss, damage or injuries occurring or suffered during the operation of the booth, within the area of operation of the booth, nor does the Committee assume any liability or responsibility for financial loss of any kind.
10. We agree to abide by reasonable rules and regulations as determined by the Committee.
11. The Committee reserves the right to rescind this Agreement and to require the booth be vacated in the event of a breach of this Agreement.
12. We agree to indemnify and save the Committee harmless in respect of any loss or liability or any injuries occasioned.
13. This Agreement is non-assignable without the consent of the Committee.

SIGNATURE: _____ PRINTED NAME: _____

DATE: _____

Accepted, Markham Jazz Festival Committee:

_____ Date: _____