



# Aurora Chamber of Commerce

Mailing Address: 6-14845 Yonge Street, Suite 321 Aurora, ON L4G 6H8

Office Address: 14483 Yonge Street Aurora, ON L4G 0P3

Phone: 905-727-7262 Fax: 905-841-6217 www.aurorachamber.on.ca

January 9, 2012

The 17<sup>th</sup> Annual Aurora Chamber of Commerce Street Festival will be held Sunday, June 3, 2012, from 11:00 am to 5:00 pm on Yonge Street, right in the heart of downtown Aurora. Each year the Festival attracts over 40,000 people, making it an amazing opportunity for businesses, vendors, service groups, charities and others to sell to a targeted market and increase awareness of their products and services.

This year we will once again feature great **Street Performers** and **Musicians** who provide unique and exciting entertainment for every age! These entertainers will be placed along Yonge Street to amuse and dazzle the audience.

Please refer to the 2012 Aurora Chamber Street Festival Booth Application and note the following important details about the application process and the event:

- ✓ Please complete the booth application and return it to the Aurora Chamber with **full** payment. Applications received without full payment will not be accepted. All prices shown **include HST**.
- ✓ Please include an email address as we will communicate with you primarily through email in the months leading up to the event.
- ✓ Rules and Regulations for the Festival are included. Please review them carefully and sign that you agree to follow them during the Festival; please return them with your application.
- ✓ **Save money** and get your preferred booth location by taking advantage of early bird registration. The deadline for this special pricing is 3:00 pm on March 5, 2012.
- ✓ Vendors cooking, selling or offering any type of food (including drinks, candy, snacks, packaged goods etc.) **must** follow all York Region Public Health Rules and Regulations.

Once your Festival application has been reviewed and approved, you will be sent a confirmation by email. Before the event you will be mailed a full information package that will provide you with your booth location, maps, posters, move-in information and final Festival details. Please contact me if you have any questions.

The Chamber will heavily promote the Festival, with the goal of increasing our audience, assisting you in reaching your target market and ensuring your ongoing success. We are looking forward to a fun-filled Festival and your participation.

Regards,

*Teri*

Teri Hastings

2012 Aurora Chamber Street Festival Coordinator

Aurora Chamber of Commerce

Email: t.hastings@aurorachamber.on.ca

Telephone: 905-727-7262 ext. 22

Please remember to add an email address to your application. Next year's applications will only be available on-line and not mailed.

**\*\*NEW EMAIL ADDRESS\*\***



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## 2012 AURORA CHAMBER STREET FESTIVAL APPLICATION FOR BOOTH SPACE

The Aurora Chamber Street Festival will be held **SUNDAY, JUNE 3, 2012** from 11:00 am to 5:00 pm, on Yonge Street in Aurora. The event is held rain or shine. If you are interested in booth space, please complete this form and return it with **FULL** payment to the Aurora Chamber of Commerce. The cost of the booth rental is non-refundable.

Date of Application \_\_\_\_\_

Contact Name: _____	
Company Name: _____	
Mailing Address: _____	Unit/Apt.: _____
City: _____	Province: _____ Postal Code: _____
Tel: _____	Email: _____

### ANSWER THE FOLLOWING QUESTIONS TO COMPLETE YOUR APPLICATION READ AND SIGN THE RULES AND REGULATIONS FOR ALL VENDORS

1. What are you selling or offering to Festival attendees? If you are providing food of any kind you must comply with the requirements of York Region Public Health.  
\_\_\_\_\_
2. Briefly describe your display or set-up. Will you be demonstrating something or playing music from your booth? The Festival is quite loud and noisy – so please be prepared for a fun atmosphere.  
\_\_\_\_\_
3. If you have requested multiple booths do you want them side by side or spread-out? Do you have a preferred location for your booth(s)? We will do our best to accommodate your request but reserve the right to place you at our discretion or where there is availability.  
\_\_\_\_\_

**Each booth is 10 x 10 feet. All booths are set up along the curb lanes on either side of Yonge Street between Wellington Street and Murray Drive. Completed applications can be mailed, faxed or delivered in person to the Aurora Chamber. Please visit [www.aurorachamber.on.ca/street\\_festival](http://www.aurorachamber.on.ca/street_festival) for additional information and ongoing event updates.**

Category (please see reverse side of application for category guidelines)	No. of Booths	Total Cost (includes HST) (before March 5)	Total Cost (includes HST) (after March 5)	Total
1. Aurora Chamber Member		\$ 50.00	\$ 50.00	
2. Service Club/Charity/Non-profit/Not-for-profit		\$ 60.00	\$ 70.00	
3. General Vendor (non-food)		\$ 80.00	\$ 115.00	
4. Food Vendor (cooking on grounds)		\$150.00	\$200.00	
5. Ice Cream, Fry, Food Trucks (limited spaces available)		\$250.00	\$250.00	<b>SOLD OUT</b>
<b>PAYMENT MUST BE INCLUDED WITH APPLICATION</b> We accept cash, cheque (payable to Aurora Chamber of Commerce) or credit card			<b>TOTAL INCLUDES HST</b>	\$
Credit Card Number: (VISA, MC, AMEX)				
Name on Credit Card:			Expiry Date:	



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## Street Festival Categories

Please follow these guidelines when selecting your category for the Aurora Chamber Street Festival.

1. An **Aurora Chamber Member** in good standing:
  - can be any business or service selling most items listed below
  - only restriction is category #5 as all vendors with trucks or food vehicles must pay the listed rate
2. A **Service Club / Charity / Non-profit / Not-for-profit Vendor** is considered someone raising awareness about a charity, church group, service club or organization. They may also fundraise through the cooking and selling of food, baked goods or pre-packaged items (must comply with all York Region Public Health regulations)
  - a charitable number will be required
3. A **General Vendor** (non-food) is considered someone selling (not limited to):
  - crafts, jewelry, candles, clothing, gifts, art, photography, home décor, furniture, plants, musical items, toys, sunglasses, collectables, cosmetics, soaps, books
  - jams, maple syrup, honey, preserves, fudge, chocolate, cheese, bread and baked goods (these are the only types of food allowed under this category)
4. A **Food Vendor** (cooking on grounds) is considered someone who is selling (not limited to):
  - ice cream, French fries, hamburgers, hotdogs, sausages, wraps, skewers, pitas, falafel, hot drinks, cold drinks, slushies, corn on the cob, popcorn, candy apples, crepes, donuts, or restaurants who are cooking / sampling menu items etc.
5. **Ice Cream, Fry, and Food Trucks** are vehicles that have been driven to the Festival and are selling from a side window or counter (not limited to):
  - ice cream, French fries, hamburgers, hotdogs, sausages, wraps, skewers, pitas, falafel, hot drinks, cold drinks, slushies, corn on the cob, popcorn, candy apples, crepes, donuts, or restaurants who are cooking / sampling menu items etc.



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## RULES AND REGULATIONS FOR ALL STREET FESTIVAL VENDORS

1. The Festival is held rain or shine on Sunday, June 3, 2012. There are no refunds.
2. The booth fee includes a 10 x 10 foot space ONLY. You are responsible for tables, chairs, garbage bins, canopies, signs, water, power, etc.
3. Each vendor must have a garbage container at their booth. Remember to take the garbage and the container with you at the end of the Festival. Do not leave any debris behind at the end of the day (boxes, packing material, and crates).
4. Food vendors **must** complete and submit a York Region Public Health (YRPH) Vendor Application Form for Special Events. This form is available on our web site [www.aurorachamber.on.ca/street\\_festival](http://www.aurorachamber.on.ca/street_festival). Return the completed application to the Aurora Chamber of Commerce **by Monday, May 4, 2012**. We will submit the paperwork to YRPH on your behalf along with your specific location at the event (inspectors will be on-site at the event). This deadline and form are **mandatory**. In the event your application is not submitted by this deadline, you will not be able to participate in the Festival.
5. If you are preparing, cooking, selling or offering food at the Festival you must conform to the requirements of York Region Public Health (YRPH). Information on Food Safety and Event Guidelines is available on our website [www.aurorachamber.on.ca/street\\_festival](http://www.aurorachamber.on.ca/street_festival). For additional information on food safety or to speak with a public health inspector, call York Region Health Connection at 1-800-361-5653 or visit the York Region Public Health website at [www.york.ca/Services/Public+Health+and+Safety/Food+Safety/FoodSafetySpecialEvents.htm](http://www.york.ca/Services/Public+Health+and+Safety/Food+Safety/FoodSafetySpecialEvents.htm).
6. Even if you do not consider yourself a Food Vendor by definition, but you are selling or offering any food of any kind (drinks, candy, baked goods, jams, preserves, and prepared packaged items) you must still complete the York Region Public Health Vendor Application Form for Special Events and follow the same instructions as in points 4 & 5.
7. If you are using a generator it must be classified as low noise. The Festival management reserves the right to deny the use of a generator if we deem it to be a noise nuisance.
8. All items for sale need to be kept inside the designated booth space and you cannot display outside the purchased space. No aggressive sales will be permitted.
9. All helium and barbecue tanks must be safely secured and operated. Complete fire code and fire safety information can be found at [www.ofm.gov.on.ca/english/legislation/firecode](http://www.ofm.gov.on.ca/english/legislation/firecode).
10. No alcohol, fireworks, weapons or illegal substances are allowed on the grounds.
11. When setting up your booth, park on the west or southbound passing lane on Yonge Street as the northbound passing lane must be clear at all times for emergency vehicles. Access Yonge Street at designated intersections only as outlined in the information package that will be sent to you prior to the event.
12. Set-up is between 10:00 am and 11:00 am Sunday, June 3, 2012. There will be no vendor vehicles allowed on Yonge Street after 11:00 am. The parking of any vehicle on Yonge Street after 11:00 am is strictly prohibited and vehicles will be towed at the owner's expense.
13. The Aurora Chamber reserves the right to re-sell any space not occupied by 10:45 am on Sunday, June 3, 2012.
14. The deadline for the removal of property and garbage from the booth space is 6:00 pm on Sunday, June 3, 2012.
15. Please check our web site for additional information and ongoing updates [www.aurorachamber.on.ca/street\\_festival](http://www.aurorachamber.on.ca/street_festival).

Please indicate by signing below that you have read and understood these rules and regulations and agree to abide by them at the 2012 Aurora Chamber Street Festival.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date