



Sherbrook Street Festival

Dear Merchandise Vendor,

This year marks 13 years of the Sherbrook Street Festival – a celebration of the bright and vibrant West Broadway community. The West Broadway BIZ would like to invite you to be a vendor at the Sherbrook Street Festival taking place in the heart of the neighbourhood – Sherbrook Street between Wolseley and Westminster.

Last year over 3000 attendees enjoyed live music, activities, food & drink, and perused the merchant village at the Festival. Other highlights included:

- Children's performers
- Martial Arts demo
- Bouncy castle and slide
- Live music on the main stage from 12pm to 12am

By filling out the enclosed registration form and returning it to us, with payment, you will be one of the select group of vendors at this year's Sherbrook Street Festival. Please note that priority will be given to vendors who have participated in past years. The fee for participating is \$65.00. The fee includes one 10' x 10' space. You are responsible for weatherproofing your merchandise and materials. Please bring a tent if possible with sand bags to withstand the wind, so that you are prepared in the event of rain.

Don't miss out on this opportunity to be involved in a lively celebration of community! Remember that the deadline for your registration form and full payment is due by August 18, 2017 at 5pm. Please note that space is limited, so get your application in as soon as possible!

Leah McCormick

204-779-4100

director@westbroadwaybiz.com

Please note the following important information:

- Your signed registration form must be completed, including payment, and returned no later than August 18, 2017 at 5pm.
- We will not be offering exclusivity to any of our vendors. There may be more than one vendor selling similar items but we will try to respect your individuality.
- One 10' x 10' location is \$65 for the day, and does not include a table and chairs. If you would like us to supply them, there is an additional cost of \$15. The full fee must be received to reserve your spot. Payment by cheque (payable to Sherbrook Street Festival) or email money transfer.
- Submission of application does not guarantee inclusion at the festival. Your application will go through an approval process and within 5 business days, the Merchant Village Coordinator will notify you whether or not your submission has been approved.
- Set up is between 10 am and 11:30am, and no vehicles will be allowed on-site after 11 am. Vehicles are restricted to 15-20 minutes for unloading purposes only, to allow everyone an opportunity. All vendors must be operational by 12pm.
- Locations will be decided by the West Broadway BIZ as applications come in.
- This is a rain or shine event, no refunds will be offered due to weather or other circumstances.





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2017 Merchandise Vendor Form

Space Requirement

10' by 10' space - FEE - \$65

10' by 20' space - FEE - \$130

Table & Chairs

Yes I would like a table and two chairs - FEE -\$15

I will be bringing my own table and chairs

Payment must be included with application to be valid

Saturday, September 9, 12pm - 6 pm*

*vendors are welcome to stay set up into the evening but please note: no power will be provided

COMPANY NAME:

CONTACT NAME:

CELL#:

PH#:

EMAIL:

WEBSITE:

ADDRESS:

CITY:

PROV:

POSTAL:

LIST OF ITEMS FOR SALE OR SERVICE PROVIDED (only approved items may be sold):

Please note that you must provide your own:

- Tent (no larger than a 10' x 10' structure)
- Sandbag/weights for tent
- Table & Chairs if you have not ordered from us

Upon receipt of your application and payment a contract agreement will be forwarded to the email address you have provided. A detailed information sheet relating to set up & tear down and exact location will also be sent.

PAYMENT OPTIONS:

CHEQUE BY MAIL (PAYABLE TO SHERBROOK STREET FESTIVAL)

West Broadway BIZ, PO Box 26003, 676 Portage Avenue Winnipeg, MB R3G 3R3

EMAIL MONEY TRANSFER to director@westbroadwaybiz.com

