



# Vendor Application for Participation on Canada Day 2026

Date Received: \_\_\_\_\_ Date Accepted: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home: \_\_\_\_\_ Business: \_\_\_\_\_ Fax: \_\_\_\_\_

Have you participated in previous O'Canada Day Celebrations?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, what year(s): \_\_\_\_\_

### **Nature of Participation:**

Food Concession: \_\_\_\_\_ Commercial: \_\_\_\_\_

Please attach details describing your product(s). Give specific information on items, fees, etc. Any item not specified cannot be sold.

### **Concession Categories (Please check one)**

Multi Product (more than one product sold): \_\_\_\_\_

Mini Product (only one product sold): \_\_\_\_\_

Roaming Vendor (business mascot): \_\_\_\_\_

### **Vendor Fee Schedule (See attached)**

#### Fee Statement

\$ \_\_\_\_\_ + \_\_\_\_\_ = \$ \_\_\_\_\_

Total Payment: \$ \_\_\_\_\_ Date received: \_\_\_\_\_ Receipt Number: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Corporation of City of North Bay

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## AGREEMENT

1. The contracted space must not be sublet without the approval and permission of the O'Canada Day Committee.
2. All vendors agree to abide by the rules and regulations as set down by the O'Canada Day Committee including the following:
  - No annoyance of spectators or other participants.
  - No accosting.
  - No distribution of literature except from booth.
  - No public disturbance.
  - No electronic amplification booth.
  - Be responsible for ensuring litter in booth area is picked up and put in waste receptacles.
  - Vendors and displays must stay within designated space.
  - Signage with business/organization name must be displayed in an area visible to the public.
  - Tents and structures must meet the building code and fire regulations.
  - Food vendors must comply with health regulations and must receive a health inspection approval prior to opening
  - Must obtain Business License.
  - All vendors shall ensure that their exhibits conform to the Fire Code. For Information, please contact the Fire Prevention Office, at 705-474-0626, ext. 4835. Food Vendors Must Receive A Fire Inspection Approval Prior To Opening
3. The participant vendor / exhibitor / organization hereby releases and discharges the O'Canada Day Committee and the Corporation of the City of North Bay, its employees and its volunteers from any claim or demand for any loss, damage, injury or liability arising from the operation and display of the exhibit and concessions. The exhibitor further agrees to indemnify and save harmless the Committee, its volunteers, the Corporation and its employees from any such claim or demand.
4. The exhibitor / vendor is responsible for placement of his / her own insurance related to his / her participation in the O'Canada Day celebrations. The Corporation of the City of North Bay must be named as an additional insured with \$5 (five million) liability coverage.
5. All goods must be removed by the date and time determined and distributed in the vendor package.
6. Time is of the essence herein.
7. Should any exhibitor / vendor violate this contract or the rules and regulations of this event, he / she may be evicted without notice.
8. Cancellations occurring less than seven (7) calendar days prior to the event will result in loss of deposit.
9. NSF cheques are subject to a \$55.00 service charge.

**BY MAKING APPLICATION, I HEREBY AGREE TO ALL THE ABOVE CONDITIONS AND INFORMATION ON THIS CONTRACT WHICH ARE HEREBY INCORPORATED HEREIN.**

This information is being obtained for the purpose of operating a community O'Canada Day Celebration. This information is considered to be available to the public under the Municipal Freedom of Information and Protection of Privacy Act, 1989.

The applicant hereby consents to the public access being provided to the information upon request.

\_\_\_\_\_  
Applicant's Initials

**MAIL CONTRACT TO:**                    **O'CANADA DAY COMMITTEE  
C/O CITY OF NORTH BAY  
200 MCINTYRE ST. WEST  
NORTH BAY, ON P1B 8V6**

Personal information on this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of *processing vendor applications*. Questions about this collection or personal information should be directed to the City Clerk, 200 McIntyre Street East, North Bay (705) 474-0626, ext. 2510.