| **CONTACT INFORMATION:** |
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**DATE: May 19, 2025**

**BUSINESS NAME:** Kilties Mini Donuts

**APPLICANT’S NAME**: Elaine Mcivor

**PHONE:** 905-220-6560 **EMAIL:** kiltiesminidonuts@hotmail.com

**ADDRESS:** 1336 Vancouver Crescent **CITY:** Burlington

**PROV.:** ON **POSTAL CODE:** L7M 1W2

| **FOOD VENDOR INFORMATION AND REQUIREMENTS:** | | | |
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| ***REQUIREMENTS*** | | ***OFFICE USE ONLY*** | |
| ***SPACE DETAILS*** | ***COST*** |
| **Detailed Product Description:** | freshly made mini and large donuts |  |  |
| **Required Booth**  **Size: 15ft** | **Length:**  12ft  **Width:**  8ft  If a storage vehicle is required for your truck/booth, please provide the size:  Note: Spots behind the bleachers cannot accommodate a storage vehicle |  |  |
| **Hydro Required:** | 15 amp: ☐ Number of Outlets:  20 amp: ☐ Number of Outlets:  30 amp: x Number of Outlets: 1  \*Please note: Vendors will only be provided with the number of outlets approved on this application. We cannot accommodate additional outlets on day of setup. |  |  |
| **Extra Weekend Passes:** | Extra weekend passes can be purchased online at [www.rocktonworldsfair.com](http://www.rocktonworldsfair.com) for $40 each. |  |  |
| **City of Hamilton Requirements:** | **Please complete the following document and submit with your application.**  [2025 - Special Event Food Vendor Application.pdf](about:blank)  In addition to completing the Special Event Food Vendor Application, vendors must also provide a copy of their most recent public health inspection report. |  |  |
| **FEES DUE UPON CONFIRMATION** | |  |  |

*I hereby agree to comply with all the terms & conditions set out in this application and agree to all the terms including the clause dealing with respect to injury to my property, or injury to myself or others, coming on to the Society’s property.*

**NAME: Elaine Mcivor SIGNATURE:** *Elaine Mcivor*

| **TO SUBMIT: Fill out form electronically, or by hand and please email to** [info@rocktonworldsfair.com](mailto:info@rocktonworldsfair.com)  **Upon receipt, all application documents will be reviewed and confirmed. Once confirmed, an invoice will be issued, and submission of insurance confirmation and full payment is required by August 31, 2025, to finalize booking.** |
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| **LIABILITY INSURANCE COVERAGE:** |
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*Vendors must have a minimum $5,000,000 liability insurance for their business. Please provide a copy of your certificate of insurance naming Rockton Agricultural Society as additional insured.*

If you don’t have a regular insurer, you can purchase liability insurance online at: [www.duuo.ca](http://www.duuo.ca) (under the vendor insurance tab)

***Confirmation of insurance naming Rockton Agricultural Society as additional insured must be emailed to the Office by August 31, 2025:*** [info@rocktonworldsfair.com](mailto:info@rocktonworldsfair.com)

| **FOOD VENDOR TERMS AND CONDITIONS – ROCKTON WORLD’S FAIR 2025** |
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**Fees:**

* **Food Vendors:** $35/ft for food vendor lots (total frontage). Hydro is $150 per outlet for the entire weekend. The City of Hamilton Special Event Food Vendor Applications are $50 each.
* Each rental booth includes 1 vehicle pass.
* Each rental booth includes 2 weekend passes for the first 10ft, and one weekend pass for each 10ft thereafter.
* Extra weekend passes are available on our website at $40 each.

**Payment Requirements:**

* ***A vendor space is confirmed upon receipt of FULL PAYMENT of invoice, and receipt of insurance.***
* ***Any payments not received by August 31, 2025, will result in your vendor spot being forfeited.***
* Payments can be made by Credit Card or Apple Pay using the link on the invoice. Credit and Debit Card payments can be made in person at the RAS office (M – F 9:00 am to 5:00 pm) or by phone at 519-647-2502. E-transfer payments can be sent to:[info@rocktonworldsfair.com](mailto:info@rocktonworldsfair.com)
* Sharing or subletting a booth space is not permitted without prior, written permission.

**Public Health Requirements:**

* ***All vendors are required to comply with all local Public Health guidelines.***
* Please complete the City of Hamilton Special Event Food Vendor Application form and forward a copy for the Fair Office at [info@rocktonworldsfair.com](mailto:info@rocktonworldsfair.com) no later than August 31, 2025. Please DO NOT send a copy directly to the City of Hamilton – it will be returned to you.

**Liability Insurance Coverage:**

* ***All approved vendors must submit verification of liability insurance no later than August 31, 2025.***
* The vendor agrees to have liability insurance to provide indemnity as set out herein and for any damages or claim that may arise as a consequence of his use of the exhibition space directly or indirectly. All vendors must provide a current Certificate of Insurance. ***Your insurance policy MUST list Rockton Agricultural Society as Additional Insured***.
* Rockton Agricultural Society, its members, employees, and volunteers shall not be liable for any loss of, or damage to, property belonging to the vendors however caused. Nor shall the Rockton Agricultural Society, its members, employees, or volunteers be liable to the vendor, or anyone coming on to the Society’s property at the instigation of, or to visit the vendor’s site. Should anyone make a claim for any damage or injury however caused against any member, employee, or volunteer of the Rockton Agricultural Society the vendor agrees to indemnify and save harmless the Rockton Agricultural Society, its members, its employees and its volunteers for any claim or damage however caused arising out of, or in consequence of, the use of the exhibition space granted by this agreement.

**Food Vendor Space Usage & Maintenance:**

* ***Vehicles are NOT ALLOWED on the Fairgrounds during Fair operating hours – NO EXCEPTIONS. All deliveries should be scheduled outside of Fair hours.***
* ***Vendors MUST be present for the entire event (rain or shine) which runs (Friday, October 10th, 2025, 4:00 pm to 10:30 pm, Saturday, October 11th, 2025, 9:00 am to 10:30 pm, Sunday October 12th, 2025,*** ***9:00 am to 8:30 pm and Monday, October 13th, 2025, 9:00 am – 5:00 pm.***
* Booth space may not extend outside of your assigned area.
* Vendors are to place any garbage or boxes for disposal beside the nearest red garbage can at the end of the day, or by 8:30am in the morning, and the Juniors will take it out to the dumpsters. Please do not dump in the red garbage cans during other times. All boxes must be broken down and tied up.
* ***The Vendor is responsible for removing all garbage from their space at the end of the Fair. Garbage can be taken to the large dumpsters at the back of the Kernighan parking lot.***
* Food vendors are required to dump all their oil directly into the oil waste containers located behind the D.A. Campbell building. Empty containers are NOT to be left in front of the oil bin, but disposed of properly in the dumpsters. Rockton Agricultural Society staff or volunteers are not responsible to remove any garbage for vendors.
* Sharing or subletting booth space is not permitted.

**Food Vendor Set Up:**

* ***Set-up times are the follows: Thursday, October 9th or Friday, October 10th. Times will be communicated in advance. OUTDOOR VENDORS PLEASE CONFIRM YOUR SET UP TIME – PLEASE DO NOT SHOW UP UNTIL YOU HAVE A CONFIRMED SET UP TIME.***
* Please check in with coordinator upon arrival. The Society will consider booth locations based on prior vendor participation at previous fairs and completion of application and payment received in full.

**General Information:**

* Rockton Agricultural Society reserves the right to reject, prohibit or remove exhibits, or any part thereof, and/or to expel exhibitors or their personnel. The Rockton Agricultural Society reserves the right to have vendor leave the grounds if a dispute arises between the Vendor and the Festival, or other vendors or patrons that cannot be resolved amicably.
* Rockton Agricultural Society reserves the right to use images and promotional material submitted by vendors and those photographs taken during the event for promotional purposes without prior notice.

| **APPLICATION CHECKLIST:** |
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* \_\_\_\_ Submit Rockton World’s Fair Application
* \_\_\_\_ Submit 2025 Special Events Food Vendor Application
* \_\_\_\_ Provide a copy of most recent public health inspection report
* \_\_\_\_ Provide a $5m Certificate of Insurance naming Rockton Agricultural Society as additional insured
* \_\_\_\_ Pay rental fee

*Thank you for your interest in the 2025 Rockton World’s Fair*