



2019 Vendor Guide

Welcome to the 2nd Annual Rockin' the Rock held at Flat Rock Entertainment Centre in the town of Little Current, Ontario on Friday August 16th & Saturday August 17th.

Rockin' the Rock is a 19+ event that showcases rock music and connects patrons, Vendors, artists, and volunteers with the beauty of the Canadian north.

*The Rockin' the Rock team appreciates the vital role booths and Vendors have in contributing to a vibrant, successful festival. We welcome your interest and request that you **read all of the Terms and Conditions carefully** before completing the application.*

FESTIVAL HOURS OF OPERATION FESTIVAL STATISTICS

Main stage until 11:30 nightly with beer tent open until 1:00 A.M.

Friday: Gates open at 4:30 P.M. Show starts at 5:30 P.M.

Saturday: Gates open at 3:30 P.M. Show starts at 4:30 P.M.

Estimated Daily Attendees: 2,500

Event Sponsors: 10+

Performers: 10+

Volunteers: 30+

Social Media Weekly Public Reach: up to 5,800

Website Visits: up to 5,000 monthly

Average Age: 45+

Most common location of attendees: City of Greater Sudbury/North Shore & Southern Ontario

Gender Demographics: 56% male, 44% female

GET SOCIAL



Follow Rockin' The Rock

CONTACT INFORMATION

Festival Contact Information

Phone: 1-866-755-7425 Fax: 1-705-368-1080

Website: www.rockintherock.ca

Email: info@rockintherock.ca

Festival Mailing and Office Location

Rockin the Rock

P.O. Box 538, 19 Water St. Unit # 2

Little Current, ON P0P 1K0

KT Timmermans
Festival Coordinator
kt@manitoulin.net
705-368-1998

**PLEASE SEND SIGNED FORM TO INFO@ROCKINTHEROCK.CA
APPLICATION DEADLINE IS JULY 15, 2019. SPACE IS LIMITED, FIRST COME FIRST SERVE.**



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POWER INFORMATION

Vendors are responsible for their own power. Please bring extension cords 50 feet or longer for generators that are loud. Rockin the Rock **will not** provide power and/or extension cords. All Vendor Food Truck/Trailer **MUST** have Electrical Safety Agency (ESA) inspection stickers on electrical panels within your unit. All Booths must have approved electrical cords and appliances.

WATER INFORMATION

Municipal drinking water will be available on the grounds in a large 250 gallon tank located close to the Vendor Area. This will be provided **FREE OF CHARGE** to the Vendors only and will be set up Friday early afternoon. Please note – this is municipal water from the NEMI Rec Centre. However, the organizers of Rockin' the Rock will not guarantee its potability. For safe potable drinking water, the organizers of Rockin' the Rock recommend you get the water from the Municipal Recreation Centre fronting on HWY #6 where Harbor View Road connects to Hwy #6. Large volume water can be purchased at \$1 per 100 Gallons (Loonies only) and low volume tap water is free.

FESTIVAL LIABILITY

The Vendor hereby releases and discharges Rockin' the Rock, Manitoulin Radio Communication Inc., its Board of Directors and Staff, its employees and volunteers, as well as 2155000 Ontario Limited and Craig and Kelly Timmermans from any claim or demand for any loss, damage, injury or liability arising from the operation and display of the exhibit and concessions. The Vendor further agrees to indemnify and save harmless the Rockin' the Rock, its volunteers, and its employees from any such claim or demand.

The Vendor agrees to comply with all Rockin' the Rock rules, regulations and requirements in the operation of your display area. Rockin' the Rock may choose to terminate this agreement at any time if you choose not to abide by our policies. Rockin' the Rock reserves the right to make changes to this agreement as needed. You understand your entry fee shall not be refunded in the event that you do not attend or if all or part of the event is canceled due to fire, calamity or any other act of God, public enemy, strikes, statutes or ordinances or any legal authority or any other cause beyond our control.

CLEANING POLICY

Vendors are responsible to ensure your site is returned to the state upon which you found it when setting up. You are responsible for ensuring your garbage is placed in the NIM buckets provided (daily) before leaving your site. Please remember you are in an environment with wildlife - less garbage lying about reduces opportunity for damage.

A credit card must be provided to be held on file. Anyone found to be in contravention of the cleaning policy will be charged a \$100 cleaning fee.

FESTIVAL WRISTBANDS, CAMPING, + PARKING

All Vendor Packages include two (2) festival wristbands for accompanying staff. Additional day passes can be purchased for \$40.00 (Friday) or \$50.00 (Saturday). Additional full weekend passes can be purchased for \$75.00.

Vendor Camping: All Vendors receive a **FREE** camping spot behind their Vendor booth.

Vendor parking will only be provided for a maximum of two (2) vehicles per Vendor. Our parking spaces are limited and this will be strictly enforced. Vehicles parked in the venue area without the appropriate permit will be towed.



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VENDOR RESPONSIBILITIES

- Management and hiring of all cashiers & salespersons.
- Management of all cash transactions.
- Obtaining proper insurance and related business/health unit permits.
- Any damages to the Rockin' the Rock grounds as a result of Vendor's operation and display.
- Must supply own display tent, power and accessories as needed.
- Tents and structures must meet building codes and fire regulations.
- Must adhere to all health and safety regulations.
- Provision of a digital logo (.jpg) to Rockin' the Rock for promotional opportunities

VENDOR SETUP

Vendor display locations are allocated based on time and date of application approval and the type of product that is being sold/displayed, and if the Vendor has purchased more than one space. Vendors are not guaranteed a display area until notification of application acceptance. Rockin' the Rock reserves the right for placement of the Vendor booth and to reject any applications received. A NIM bucket will be provided for garbage in the Vendor Area for your use.

INSURANCE

Upon receipt of confirmation by Rockin' the Rock that you have been accepted as a Vendor, you will be required to provide a general liability Insurance Certificate in the amount of \$2,000,000 naming 2155000 Ontario Ltd., Manitoulin Radio Communication Inc. and Rockin' the Rock as additional insured. This certificate must be provided by June 1, 2019. Failure to provide the certificate may result in Rockin' the Rock cancelling your display area, and you will not be entitled to a refund of any monies paid by you.

FEES

Event is rain or shine and no refunds will be issued based on weather or turnout. Vendors are required to include a cheque or credit card number of the total cost of the vendor space(s) with the Vendor Application made payable to Manitoulin Radio Communication. **Acceptances are on a first come first served basis. Space is limited.** All charges will be processed upon approval. The Vendor will be notified immediately. No refunds will be issued after July 1st, 2019. Refunds prior to July 1st, 2019 are subject to a \$30.00 administration fee. If the Vendor must close exhibit for any reason during the festival, Rockin' the Rock will not reimburse any fees.

**** CHEQUES AND CREDIT CARD CHARGES WILL ONLY BE PROCESSED UPON APPROVAL OF COMPLETED VENDOR APPLICATION. ****

ROCKIN' THE ROCK, MANITOULIN RADIO COMMUNICATION INC. AND 2155000 ONTARIO LTD. ARE NOT RESPONSIBLE FOR THE FOLLOWING:

- Equipment used in operating a display area during the event including tables, chairs, tents (weights to tie down tent), lighting, maintaining and removing display area materials, leftovers and trash.
- Rockin' the Rock, Manitoulin Radio Communication Inc. and 2155000 Ontario Ltd., its Board of Directors, Staff and volunteers assumes no responsibility for any loss the Vendor may suffer.



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VENDOR SET UP

Vendor load in is Friday, August 16th from 9:00am – 3:00pm. **Each Vendor will have their own specific set-up time slot. When completing the application kindly provide us with a desired time for set up and we will do our best to accommodate.** Please ensure to give yourself enough time to get your display area set up. **Late setup will not be allowed.** Display areas must be completely set-up, open, and ready for business when the event gates open (Friday, August 16th at 4:30pm & Saturday, August 17th at 3:30pm).

VENDOR BREAK DOWN

All material that was set up must be removed including all garbage no later than 7:00 pm, Sunday, August 17th. **Early breakdown will not be allowed.** Vendor Area must be left clean and in good condition or the Vendor will be subject to a cleaning fee (\$100).

VENDOR POLICIES

- Vendors must exhibit within contracted space.
- Vendors must have a professional looking display and display area.
- Only approved items that were submitted in the 2019 Vendor Application Form will be allowed in Vendor Area.
- Vendors are responsible for any extra charge of the removal and clean up their vending space including garbage and disposal of food items including grease. Such charge to be a minimum of \$100.00 (Cleaning Fee).
- Do not disturb or harass festival attendees.
- Do not sublet Vendor space.

IMPORTANT DATES

Application Deadline: July 15, 2019 - Applications will be processed on a first come first served basis

Proof of Insurance: June 1, 2019

Refunds: July 1, 2019 - No refunds will be issued past this date

DID YOU KNOW?

**MANITOULIN COUNTRY FEST IS THE SISTER FESTIVAL OF ROCKIN' THE ROCK.
BE A VENDOR AT BOTH FESTIVALS AND RECEIVE A 10% DISCOUNT!**

A promotional graphic for Manitoulin Country Fest. It features a collage of artist photos in a collage style. The artists shown are Clay Walker, Tanya Tucker, Paul Brandt, Jess Moskaluke, James Barker Band, The Reklaws, and Hunter Brothers. On the right side, there is a yellow banner that says 'TICKETS \$150' and 'ADULT PASS UNTIL MAY 31 TAX INCLUDED'. At the bottom right, the text reads 'Manitoulin COUNTRY FEST AUGUST 8 - 10, 2019'.



2019 Duplication Avoidance Contract

Name of Vendor Booth: _____

Contact Name: _____

Business Telephone: _____

All Vendors:

It is important for the success of both Rockin' the Rock and all Vendors that the Vendor Area has something available for everyone.

With this is mind, we are asking all Vendors to commit to selling a set list of items. This requires that Vendors sell only what is detailed below. This provides a better selection for those in attendance and does not create a competition between Vendors. The intention here is to ensure everyone does well.

Thank you for your cooperation.

LIST OF ITEMS AND PRICING FOR SALE AT 2019 ROCKIN' THE ROCK:

ITEM	BRAND	COST

I hereby agree to sell only the items listed above at the 2019 Rockin' the Rock

Print Name: _____

Signed: _____ Date: _____



2019 Vendor Application Form

OFFICE USE ONLY Contract # _____

Fee Date Received ____/____/2019 Receipt # _____

Vendor Information

Vendor Name: _____

Contact Name: _____ Business Telephone: _____

Address: _____

City: _____ Postal Code: _____

Telephone: _____ Fax: _____

Email: _____

Vendor unit (please circle): food truck trailer pop-up booth other

Unit length (including tongue if applicable) : _____ Load In Time Preference: _____

Orientation of service window : _____

Additional details: _____

Vendor Type

VENDOR TYPE	Non Food Item	Non Food Item	Food	Food	Not - For - Profit
SIZE	10' frontage x 10'	20' frontage x 10'	10' frontage x 10'	20' frontage x10'	10' X 10'
ADMISSION	2 General	2 General	2 General	2 General	2 General
PARKING	YES	YES	YES	YES	YES
COST	\$200.00 + tax	\$300.00 + tax	\$225.00 + tax	\$350.00 + tax	\$100.00

Payment

Payment method (please circle): Visa MasterCard Cheque (payable to Manitoulin Radio Communication)

Visa/MasterCard (REQUIRED to be held on file)

Account Number: _____ Expiry: ____/____/____ CCV Number: _____

I hereby authorize Manitoulin Radio Communication to charge the provided Visa/Mastercard with the sum of \$ _____.

By signing this contract you acknowledge that you have read and understand the 2019 Vendor Application Form & 2019 Vendor Guide and agree to all of the conditions. This information is being obtained for the purpose of operating a community festival. This information is considered to be available to the public under The Municipal Freedom of Information and Protection of Privacy Act, 1989.

APPLICANT / VENDOR SIGNATURE

DATE