

PEONY FESTIVAL MARKET AND ARTISAN TERMS AND CONDITIONS

Application Deadline:

The City of Oshawa will make available spaces for Artists and Vendors at Oshawa Valley Botanical Gardens on Saturday June 8 and Sunday June 9, 2024. The City of Oshawa reserves the right to limit the number of Artists and Vendors dealing in sales of similar products. Application deadline is Sunday February 4, 2024 at 11:59 p.m.

Applications will be reviewed on an individual basis after this date. The City of Oshawa further reserves the right to select and approve all products for sale, exhibition or promotion at the Peony Festival.

Preference will be given to:

- Local handmade vendors (business or home address in Durham Region)
- Local artists (business or home address in Durham Region) with high quality items in any artistic medium
- Agricultural food products from local farms - honey, jams, maple syrup (no food shop license required)
- Applicants who support the garden theme, either through artwork or items for sale
- Good quality, well priced items
- Applicants who incorporate green initiatives

Submission Requirements:

- Vendors must be aware that event parameters may change due to provincial and/or health regulations
- The issuance of a contract/permit is entirely at the discretion of the Economic & Development Services Department
- The Economic and Business Development area reserves the right to cancel any contract temporarily or permanently as the need arises
- All submissions are subject to a selection process
- Price list, product list, product photograph must be submitted with application
- Late submissions will not be accepted
- There are a limited number of spaces available
- Certificate of insurance for \$2,000,000 liability naming the City of Oshawa as an additional insured must be obtained if selected to participate
- Vendors must provide their own insurance. If you do not currently carry insurance for your business, please contact us: specialevents@oshawa.ca
- Only approved food vendors are permitted to sell food

- Vendors will be highlighted and promoted through City of Oshawa social media channels once all documentation is received
- Each vendor is expected to share they are a vendor on social media, share City of Oshawa festival media through cross promotion and/or - a social media kit will be provided to vendors
- If selected, a signed agreement, and proof of insurance is due upon receipt
- Oshawa Valley Botanical Gardens: 155 Arena St.
- Lot sizes: 10' x 10' spaces available. 20' x 10' spaces may be available at the discretion of the City of Oshawa, if your booth cannot fit within a 10' x 10' space
- The location of each booth will be determined by the City of Oshawa
- Signage must be confined to the inside of your booth
- This is an outdoor event, please come prepared for inclement weather
- Booths must have a clean, attractive and professional appearance
- Motorized vehicles are restricted to set up and takedown time along the pathways and may not drive in the park within the event hours

Set-up and Take-down

- Set-up: Access to park: Between 12 p.m. and 4 p.m. Friday, June 7 (own insurance only) and 7 a.m. on Saturday, June 8, 2024.
- Set-up must be completed by: 9:30 a.m., Saturday, June 8, 2024.
 - Late arrivals will not be accommodated
 - Vendors are required to set up and take down on their own
 - Vendors will be required to supply their own tent, tables, chairs and if required whisper quiet generators only (must have approval from the City of Oshawa)
 - Vendors must not stake their tent into the grounds and will be responsible for supplying their own weights for tent (highly recommended)
 - Motorized vehicles are restricted to set up and takedown time along the pathways and may not drive in the park outside the event hours

Take-down

- Take-down: no earlier than 5 p.m., Sunday, June 9, 2024.
- There is overnight security however, we highly recommend that you dismantle your booth and store your items

Fees

- Vendor fees have been waived for the City of Oshawa's centennial year

- Confirmed vendors must participate in the event to maintain good status to participate in future City of Oshawa events