

HERBFEST

VENDOR APPLICATION

SUNDAY, JULY 26TH
10:00AM - 3:00PM
WABA COTTAGE MUSEUM AND GARDENS
24 MUSEUM ROAD, WHITE LAKE

The Township of McNab/Braeside invites you to experience a rebranded HerbFest, a cherished community tradition that has been part of our Township for over a decade, now refreshed with a stronger focus on family fun while keeping the spirit you know and love alive.

Set on the picturesque grounds of the historic Waba Cottage Museum & Gardens in White Lake, HerbFest continues to celebrate healthy living, local makers, and community connection, while growing into a more vibrant, inclusive festival for all ages.

VENDOR FEES

GENERAL VENDOR

10' x 10' space | **\$70**

20' x 20' space | **\$100**

40' x 40' space | **\$140**

Taxes included.

Payments can be made over the phone by credit card or by e-transfer (finance@mcnabbraeside.com)
All registrations are final once payment has been received. Refunds, transfers, or credits will not be issued.
If you have any questions, please contact us prior to registering and making a payment.

FOOD VENDOR | **\$120**

Food Vendor refers to those serving/selling food from either a truck or a stall.
Food Vendors must complete a ["Special Events" Vendor Application](#) located on the Renfrew County & District Health Unit website

INSURANCE

All vendors are required to provide proof of insurance.

The Township of McNab/Braeside must be listed as a co-insured on your current policy, with a minimum coverage of \$2 million.

Single-day tradeshow insurance is available through several insurance providers. Please note that DUUO is no longer offering the Township a custom event link as they have in the past; however, vendors may still purchase single-event coverage directly through their website.

BOOTH INFORMATION

- Booths will be spread out in an orderly fashion throughout the property to eliminate crowding.
- There are 70 vendor booths available.
- It is the Vendor's responsibility to provide tables, chairs, canopies, and decorative items.
- Vendors are responsible for their own set-up and tear down.

•Booth spaces will be assigned and will run on a first-come first-serve basis.
A floorplan will be provided (once vendor payment is made) and you will select your preferred 3 spots from what remains available. We will do our best to accommodate your top choice.

•Booth tear down may not occur until the event ends at 3:00 pm.
All garbage, décor and furnishings must be removed by 5:00 pm the day of the event.

•Electricity is limited and should not be relied upon.

•A silent generator may be permitted, however this request must be submitted at the time of registration.

•Vendors who have any form of heating source and/or generator must have a certified fire extinguisher on hand at their booth.

•Furnishings must be secured so as not to pose a tripping hazard.

•Vendors are responsible for providing weights to tie down their canopies.
Strong winds can pick up a canopy tent, which is hazardous to customers and other vendors.

•Potable water is available on site for cleaning needs.

•Parking may be available at your booth if the space selected can accommodate a vehicle. Only 1 vehicle per space (nothing larger than a pick-up truck/cube van).
Vehicles may not block other vendor booths or displays.

•There is Wi-Fi on site - it varies in strength and is not always consistent. This signal is strongest at the main building, vendors and shoppers can easily walk to the building to secure a stronger signal to complete a sale. Square, EFT, and cash are ideal payment methods. There is not an ATM on site.

•Smoking is prohibited on the grounds

VENDOR INFORMATION

Contact Name: _____

Phone #: _____ Email: _____

Company Name: _____

What type of products do you sell? _____

Address: _____

City: _____ Postal Code: _____

DOB: _____ Gender: Male Female Prefer Not to Say

Vendor Type: **General** **Food** \$120

10' x 10' space \$70

20' x 20' space \$100

40' x 40' space \$140

WAIVER

I HEREBY ASSUME ALL OF THE RISKS OF PARTICIPATING IN ANY/ALL ACTIVITIES ASSOCIATED WITH THIS EVENT, including by way of example and not limitation, any risks that may arise from negligence or carelessness on the part of the persons or entities being released from dangerous or defective equipment or property owned, maintained, or controlled by them, or because of their possible liability without fault.

1. I certify that there are no health-related reasons or problems which preclude my participation in this activity.
2. I acknowledge that this activity may involve risks which include, but are not limited to, those caused by terrain, facilities, temperature, weather, equipment, vehicular traffic, and actions of other people.
3. I hereby consent to receive medical treatment which may be deemed advisable in the event of injury, accident, and/or illness during this activity. I agree to pay for the cost of any emergency evacuation or medical treatment of my person or belongings that may become necessary.
4. I acknowledge that this Accident Waiver and Release of Liability Form will be used by the event holders, sponsors, and organizers of the activity in which I may participate, and that it will govern my actions and responsibilities at said activity.

I hereby act for myself, my executors, administrators, heirs, next of kin, successors, and assigns as follows:

(A) I WAIVE, RELEASE, AND DISCHARGE from any and all liability, including but not limited to, liability arising from the negligence or fault of the entities or persons released, for my death, disability, personal injury, property damage, property theft, or actions of any kind which may hereafter occur to me including my traveling to and from this activity, The Township of McNab/Braeside and/or their directors, employees, volunteers, representatives, and the activity holders, sponsors, and property owners.

(B) INDEMNIFY, HOLD HARMLESS, AND PROMISE NOT TO SUE the entities or persons mentioned in this paragraph from any and all liabilities or claims made as a result of participation in this activity, whether caused by the negligence of release or otherwise.

5. I acknowledge that The Township of McNab/Braeside and their directors, staff, volunteers, and representatives are NOT responsible for the errors, omissions, acts, or failures to act of any party or entity conducting a specific activity on their behalf.
6. I understand that while participating in this activity, I may be photographed. I agree to allow my photo, video, or film likeness to be used for any legitimate purpose by the activity holders, producers, sponsors, organizers, and assigns.
7. I confirm that I have read this Agreement, that I am over the age of 18 and accept the terms of the Disclaimer and this Agreement by my signature set out below.
8. I understand and agree to follow the terms set out in the vendor package.

The Accident Waiver and Release of Liability Form shall be construed broadly to provide a release and waiver to the maximum extent permissible under applicable law.

I CERTIFY THAT I HAVE READ THIS DOCUMENT AND I FULLY UNDERSTAND ITS CONTENT. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT AND I SIGN IT OF MY OWN FREE WILL.

Print Name

Signature

Date



For more information or questions, contact:
Valerie, Recreation Programmer
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(613) 623-5756 x232