

Tuesday July 1st, 2014 p: 243 2946 f: 243 2126 c: 694 8646

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8th April, 2014

Dear Vendor,

The 63rd anniversary Gathering of the Clans would like to invite you to set up a food or artisan booth at this year's Gathering of the Clans celebration. The fee for *all* single 10' x 12' booths is **\$50**. The fee for a double booth is **\$100**. Non profit *information* booths are **FREE!!**

We are enclosing a map of the locations available for your booths. Please let us know a preference of location with a first, second and third choice. Sight-lines between Water Street and Eaton Park must be maintained, so high sided vehicles or enclosed tents cannot be accommodated next to the park (booth numbers 5 to 12). While every effort will be made to accommodate your choice, we reserve the right to assign you a spot. We may consider adding extra locations if there is sufficient demand. Your booth location number(s) will be written in chalk on the sidewalk. There are also locations available outside of the core area to cater to the competitors and spectators at Eaton Lodge and Cyrus Eaton Elementary School. Please indicate if this is where you would like your booth.

Food vendors are required to acquire an appropriate Food Establishment Permit and these must be displayed clearly on your booth. Garbage and recycling must be separated and in clear bags. Dumpsters for garbage and recycling will be located behind the Village Hall. http://www.gov.ns.ca/agri/foodsafety/pdfs/AppFoodEst.pdf

Access to additional electricity and water is extremely limited. The Village Hall water is too salty for consumption. If you need water or power, please provide your own or we can help you make arrangements with local property owners, who may or may not charge you a fee.

All booths should be set up **before 8am** when the gates to the public open. Vendor booths must be set up on the sidewalk to give room for the 10am Parade. Once the parade is over, booths may be moved onto the street if necessary, although it is not encouraged. Vendors must provide their own tables, chairs, garbage receptacles, tent/gazebo, display boards and protection from the weather. These can be dropped off at the booth location, but all vehicles must be moved off Water Street by 8:30am. We will try to keep part of Black Street open for quick pick up/drop off (but not for parking). Please do not park on the Parade route which includes Church St, Victoria St, Water St and King St. until after the parade. This is with the exception of Water Street where vehicles will not be permitted again until after the fireworks are finished. Washroom facilities will be at the Village Hall and 22 porta-potties throughout the Village.

The ice cream parlour and Monty's Used Clothing are the only local businesses open in the gated area, please do not block their doorways.

All booths should be open from at least 9am to 5pm. However, we hope that you will decide to stay open through the evening. There is music entertainment in Eaton Park all afternoon and evening. Our headliner this year is JP Cormier. The event closes at about 10pm with a spectacular fireworks display.

Please send in your registration forms and fees to the address below by June 20th, 2014. Once the forms and fees are received we will confirm via email only. Each vendor is entitled to TWO vendor bracelets and these can be picked up at one of the event gates on July 1st OR by mail if you send us a stamped addressed envelope. **Any additional workers will be required to pay the \$5 admission at the gate** – a very reasonable price for the biggest Canada Day party in the County! Please remember that this event is a fundraiser for the community, in particular for the local hospital and our new Collaborative Emergency Care facility. Additional donations are always welcome.

Please make your cheque or money order payable to **Pugwash Gathering of the Clans** and send to: Gathering of the Clans - Vendor registration PO Box 220 124 Water Street Pugwash, NS, BOK 1LO.

If you have any questions, please contact me by telephone or e-mail. See you at the 2014 Gathering of the Clans!

Sincerely,

Lisa Betts, Event Coordinator (902) 243 2946 <u>lisabetts@pugwashvillage.com</u>



Vendor Application Form

2014 Pugwash Gathering of the Clans, Tuesday July 1st

Name:

Business name:

Telephone number:

e-mail address:

Mailing address:

Description of products or services for sale:

Preferred choice of booth(s): Choice no.1 Choice no. 2 Choice no. 3

Please note: We will do our very best to accommodate your choice of booth location. However, we reserve the right to assign the location of your booth.

Special requirements:

Fee enclosed: \$50 \$100

Please make cheque/money order payable to **Pugwash Gathering of the Clans** to: Gathering of the Clans - Vendor Registration, PO Box 220, 124 Water Street, Pugwash, NS, BOK 1LO. Deadline for registration: June 20th