



2024 Ottawa Chinatown Night Market (OCNM) Vendor Application Form

Friday May 31st, 2pm – 11pm | Saturday June 1st, 11am – 11pm | Sunday June 2nd, 11pm
– 8pm | Ottawa Chinatown, ON

Food Booth: _____

Non-Food Booth: _____

Official use
only
Booth #: _____

Name of Booth: _____

Contact Person: First Name: _____ Last Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Description of items to be sold or showcased (NO LIQUOR OR ALCOHOLIC VENDING)

Are you using **Propane**? Yes (I will provide the TSSA propane certificate) No

Are you bringing your own **Generator**? Yes (Only silent generator allowed) No

3-Day Rental			
Items	Price (CAD)	Qty	Total
10' x 10' Food Booth Space			
10' x 10' Non-Food Space			
10' x 10' Tent Rental with Weights			
6' Table Rental			
Chair Rental			
Power Outlet (15amp)			
		Subtotal	
	HST		
Site Clearance Deposit for Each Booth			
Total			

All third-party food vendors require a certificate of insurance that lists the event and City of Ottawa as Additional insured.



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Ottawa Chinatown Night Market 2024 reserves the right to make necessary amendments

1. The Vendor must comply with all the regulations of the facility hosting the event and all Federal, Provincial and Municipal laws and by-laws including health and fire safety.
2. The Vendor shall not assign any rights under this agreement or sublet any part of the rented space to a third party.
3. The Vendor or their staff must be personally present and the booth must be operating for the duration of the event.
4. The Vendor shall be responsible for cleaning and removing any unused items and debris from their booth area after closing each night of the event.
5. Organizer has full authority to stop the Vendor from operating should the Vendor sell or promote products and/or services other than those stated in the Vendor Agreement.
6. The Vendor and their employees are prohibited from soliciting, selling and promoting their products/services outside of their booths.
7. The Vendor is prohibited from displaying products or placing furniture, signage and decorations outside their rented space.
8. No Vendor shall sell or distribute any form of helium filled balloons.
9. No Vendor shall sell after the closing time stated on application form.
10. Failure in complying with the above rules will result in fines, loss of the clearance deposit and other consequences, where applicable.

**** The requirement and regulation of the PROPANE and license, please contact Technical Safety Standards Association (TSSA) directly at 1-877-682-8772 for details.**

Please note that all the Vendor must see to the handling of their oil residues, cardboard, garbage. Vendor cannot throw those items in the street public garbage bins. Trash bin will be provided by Organizer for Vendor use (no oil residues). Vendor must take care their own oil residues. Trash bin will be located on parking lot. Any missed trash handling will result in cancellation exhibitor's business immediately and a minimum \$500 penalty.

Signature of Application _____

Date _____

Signature of Organizer _____

Date _____