



# Aurora Chamber of Commerce

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## 2023 AURORA CHAMBER STREET FESTIVAL APPLICATION FOR BOOTH SPACE

The Aurora Chamber Street Festival will be held SUNDAY, JUNE 4, 2023, from 11:00 am to 5:00 pm, on Yonge Street in Aurora. The event is held rain or shine. Each booth is 10 x 10 feet. All booths are set up along the curb lanes on either side of Yonge Street between Wellington Street and Murray Drive. Completed applications can be mailed, faxed, delivered in person to the Aurora Chamber or emailed to [s.watson@aurorachamber.on.ca](mailto:s.watson@aurorachamber.on.ca) . Please visit [www.aurorachamber.on.ca](http://www.aurorachamber.on.ca) for additional information and event updates. Booths sales are final and are non-refundable.

Contact Name: _____	Date: _____
Company Name: _____	
Mailing Address: _____	Unit/Apt.: _____
City: _____	Province: _____ Postal Code: _____
Tel: _____	Email Address: _____

**PLEASE ANSWER THE FOLLOWING QUESTIONS TO COMPLETE YOUR APPLICATION.**  
**PLEASE READ, SIGN AND RETURN THE RULES AND REGULATIONS FOR ALL VENDORS.**

1. What are you selling or offering to Festival attendees? If you are providing food of any kind you must comply with the requirements of York Region Public Health and complete and submit an additional application.
2. Briefly describe your display or set-up. Will you be demonstrating something or playing music from your booth? The Festival is quite loud and noisy – so please be prepared for a fun atmosphere.
3. If you have requested multiple booths, do you want them side by side or spread-out? Do you have a preferred location for your booth(s)? We will do our best to accommodate your request but reserve the right to place you where this is available space.

Category PLEASE SEE REVERSE SIDE OF APPLICATION FOR ADDITIONAL INFORMATION	No. of Booths	Total Cost BEFORE APRIL 3	Total Cost AFTER APRIL 3	Total
1. Aurora Chamber of Commerce Member		\$ 70.00	\$ 70.00	
2. Service Club/Charity/Not-for-profit		\$ 65.00	\$ 75.00	
3. General Vendor (non-food)		\$ 115.00	\$ 135.00	
4. Food Vendor (cooking or preparing on grounds)		\$190.00	\$240.00	
5. Ice Cream Truck OR Food Truck <small>Limited spaces available. Maximum size per vehicle is 20 feet.</small>		\$315.00	\$370.00	
			<b>SUB-TOTAL</b>	\$
			<b>HST</b> #123455412RT	\$
			<b>TOTAL</b>	\$

**PAYMENT MUST BE INCLUDED WITH APPLICATION**

We accept debit, cash, cheque (payable to Aurora Chamber of Commerce) or credit card

Credit Card Number:  
(VISA, MC, AMEX)

Name on Credit Card:

Expiry Date:

**ONCE YOUR APPLICATION HAS BEEN PROCESSED, YOU WILL RECEIVE AN EMAIL CONFIRMATION.**

# Street Festival Categories:

Please follow these guidelines when selecting your category for the Aurora Chamber Street Festival.

1. An **Aurora Chamber Member** in good standing:
  - can be any member business or service selling most items listed below
  - only restriction is category #5 as all vendors with trucks or food vehicles must pay the listed rate
2. A **Service Club / Charity / Not-for-profit Vendor** is considered someone raising awareness of a charity, church group, service club or organization. They may also fundraise by cooking and selling food, baked goods or pre-packaged items and must complete the York Region Public Health application and follow all guidelines
  - a charitable number will be required
3. A **General Vendor** (non-food) is someone selling the following or similar products:
  - crafts, jewelry, candles, clothing, gifts, art, photography, home décor, furniture, plants, musical items, toys, sunglasses, collectables, cosmetics, soaps, books
  - jams, maple syrup, honey, preserves, fudge, chocolate, cheese, bread and baked goods. These are the only types of food allowed under this category and you must complete the York Region Public Health application and follow all guidelines
4. A **Food Vendor** (cooking or preparing food on grounds) is someone who is selling the following or similar products:
  - ice cream, hamburgers, hotdogs, sausages, wraps, skewers, pitas, falafel, hot drinks, cold drinks, slushies, lemonade, corn on the cob, popcorn, candy apples, crepes, donuts, or restaurants who are cooking / sampling menu items etc.
  - if you are bringing a concession trailer or a towed vehicle/cart of any kind to cook or serve from, you must purchase enough booth space to accommodate your set-up
5. **Ice Cream Truck OR Food Trucks** are vehicles that have been driven to the Festival and vendors who sell from a side window or counter. These items could include but are not limited to:
  - ice cream, French fries, hamburgers, hot dogs, sausages, wraps, skewers, pitas, falafel, hot drinks, cold drinks, slushies, corn on the cob, popcorn, candy apples, crepes, donuts

## Vendors: Please answer these additional questions:

**Move-in packages will be emailed.** Please confirm email here: \_\_\_\_\_

**Are you running a generator?** Yes OR No (PLEASE CIRCLE)

If you are, please place it as far back as possible from your booth with the use of extension cords. **Low noise generators must be used.**

**Do you have a vehicle running during the Festival with an exhaust?** Yes OR No (PLEASE CIRCLE)

This will affect your location as other vendors will not want the noise and smell from the exhaust. Ice cream trucks are placed in pre-allocated intersections. There are a limited number of ice cream trucks allowed. Other food truck operators will be placed throughout the Festival at the discretion of the Aurora Chamber. This will add balance to the Festival and will accommodate all vendors fairly.

**Are you towing in a vehicle or trailer?** Yes OR No (PLEASE CIRCLE)

Please arrive as early as possible. Vendors on either side of you will want to start their set-up and positioning your vehicle will be difficult if they start before you arrive. Please be sure to purchase as much space as you need to accommodate your larger size. Each booth space is 10 feet wide by 10 feet deep.

# RULES AND REGULATIONS FOR ALL VENDORS

## 2023 AURORA CHAMBER STREET FESTIVAL

1. The Festival is held rain or shine on Sunday, June 4, 2023. Booth sales are final and there are no refunds.
2. The booth fee includes a 10 x 10 foot space ONLY. You are responsible for tables, chairs, garbage bins, canopies, signs, water, power, etc. **CANOPIES MUST BE WEIGHTED DOWN**. Failure to do so will result in the removal of the canopy.
3. Each vendor must have a garbage container at their booth. **Remember to take the garbage and the container with you at the end of the Festival**. Do not leave any debris behind at the end of the day (boxes, packing material, and crates).
4. Food vendors **must** complete and submit a York Region Public Health (YRPH) Vendor Application Form for Special Events. This form is available on our web site [www.aurorachamber.on.ca/street\\_festival](http://www.aurorachamber.on.ca/street_festival). Return the completed application to the Aurora Chamber of Commerce **by Monday, April 17, 2023**. We will submit the paperwork to YRPH on your behalf along with your specific location at the event (inspectors will be on-site at the event). This deadline and form are mandatory. In the event your application is not submitted by this deadline, you may not be able to participate in the Festival.
5. If you are preparing, cooking, selling or offering food at the Festival you **must** conform to the requirements of York Region Public Health (YRPH). Information on Food Safety and Event Guidelines is available on our website at [www.aurorachamber.on.ca/street\\_festival](http://www.aurorachamber.on.ca/street_festival). For additional information on food safety or to speak with a public health inspector, call York Region Health Connection at 1-800-361-5653 or visit the York Region Public Health website at [York.ca/food](http://York.ca/food)
6. Even if you do not consider yourself a Food Vendor, but are selling or offering food of any kind (drinks, candy, baked goods, jams, preserves, and prepared packaged items) you must still complete the York Region Public Health Vendor Application Form for Special Events and follow the same instructions as in points 4 & 5.
7. If you are using a generator it must be classified as **low noise**. The Festival organizers reserve the right to deny the use of a generator if we deem it to be a noise nuisance.
8. If you are bringing a concession trailer or a towed vehicle/cart of any kind to cook or serve from, you must purchase enough booth space to accommodate your set-up. Each booth is 10 feet wide by 10 feet deep – no exceptions!
9. All items for sale need to be kept inside the designated booth space. You cannot display outside the purchased space. No aggressive sales will be permitted.
10. All helium and barbecue tanks must be safely secured and operated. Complete fire code and fire safety information can be found at [www.mcscs.jus.gov.on.ca/english/FireMarshal/Legislation/FireCode/FireCode.html](http://www.mcscs.jus.gov.on.ca/english/FireMarshal/Legislation/FireCode/FireCode.html)
11. No alcohol, fireworks, weapons or illegal substances are allowed on the grounds. Petting zoos are not permitted.
12. When setting up your booth, park and unload only on the west or southbound passing lane on Yonge Street as the northbound passing lane must be clear at all times for emergency vehicles. Access Yonge Street at designated intersections only as outlined in the information package that will be sent to you prior to the event.
13. Set-up is between 10:00 am and 11:00 am Sunday, June 4, 2023. There will be no vendor vehicles allowed on Yonge Street after 11:00 am. Parking vehicles on Yonge Street after 11:00 am is strictly prohibited and vehicles will be towed at the owner's expense.
14. The Aurora Chamber reserves the right to re-sell any space not occupied by 10:45 am on Sunday, June 4, 2023.
15. The deadline for the removal of property and garbage from the booth space is 6:00 pm on Sunday, June 4, 2023.
16. Please check our web site for additional information and ongoing updates at [www.aurorachamber.on.ca](http://www.aurorachamber.on.ca)

**Please indicate by signing below that you have read and understand these rules and regulations and agree to abide by them at the 2023 Aurora Chamber Street Festival.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date