

KITCHENER • WATERLOO  
**OKTOBERFEST**  
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**OCTOBER 6, 2018**



**2018 VENDOR KIT**



**OCTOBER 6, 2018**

## A UNIQUE OKTOBERFEST MOTORCYCLE EXPERIENCE

Kitchener-Waterloo Oktoberfest presents **Ride Dine 'N' Stein!** Motorcyclists from across Ontario are invited to the KW Region on Saturday, October 6<sup>th</sup> for an afternoon of entertainment, good food and cheer. Bikes will fill the parking lot behind Waterloo City Hall (100 Regina St. S.) and there will be a variety of vendors and people watching. There are many activities tailored to the motorcycle community, families, riders and non-riders alike.

Into the evening, motorcyclists will enjoy a traditional Bavarian experience at one of Kitchener-Waterloo Oktoberfest's most popular festhallen! German cuisine, custom merchandise and entertainment will be provided. Transportation will also be included for guests staying as area hotels.

Whether you are riding solo or with a group of friends, there is something for everyone!

Registration opens June 2018

More details to come.

For additional information contact Dawn Simons at  
[dsimons@elevate-events.ca](mailto:dsimons@elevate-events.ca)





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## Vendor Information & Regulations

1. Must comply with local building, fire, health codes and regulations, as well as all licensing requirements. *This is the sole responsibility of the vendor to ensure proper documentation is obtained.*
2. Agree to sell only pre-approved products / items at your location.
3. Maintain a clean and attractive site at all times.
4. Maintain stable pricing so as to avoid inflation or deflation among vendors.
5. Remain open during agreed upon hours of 10 am to 4pm on Saturday, October 6<sup>th</sup>, 2018.  
\*All times are subject to change.
6. Teardown of all vendors must be completed on Saturday, October 6<sup>th</sup> by 6pm.
7. Vehicles are not permitted to park in Waterloo City Hall Parking Lot.
8. No Smoking.
9. Any items left overnight by vendors at their area will be at their own risk. K-W Oktoberfest Inc. is not responsible for lost or damaged articles or displays under any circumstances.
10. K-W Oktoberfest Inc. cannot be held responsible for items destroyed by vandalism, theft, or any other cause.
11. All vendors making sales to the public are responsible for collecting and submitting their own HST.

**Commercial / Sale / Sampling:** Selling goods and services and sampling is permitted. Exhibitors must outline details of all products that will be available for sale / sample at the booth, no later than Friday, August 31<sup>st</sup>, 2018. Ride Dine 'n' Stein reserves the right to restrict sampling that conflicts with event sponsors.

**Fee:**            **10' by 20' space: \$350.00 + HST**  
                      **10' by 10' space: \$200.00 + HST**

There may be an additional charge for additional requirements (i.e. electrical).  
Tents, tables & chairs are NOT provided, but are available upon request for an additional fee.

**Set-Up:** Booth set-up will be on Saturday, October 6<sup>th</sup> from 8am to 10am. All vendors must be set-up and ready for 10am on Saturday, October 6<sup>th</sup>. Upon arrival please check in with the Ride Dine 'n' Stein Vendor Coordinator for set-up and any additional information. Some set up may be available on Friday October 5<sup>th</sup>, upon request.



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### **Selection Process**

- The Ride Dine 'N' Stein Committee reserves the right to limit the number of vendors in any one category and the right to final decision regarding entry into Ride Dine 'N' Stein.
- Potential vendors will be contacted after their application has been reviewed.
- The Ride Dine 'n' Stein Committee will assign all vendor locations.
- There are a limited number of vendor spots available. We will contact only those who have been selected.

### **Include with your application**

- City of Waterloo Vendor's Permit Number, if applicable.
- Details of your booth or products.
- Copy of liability insurance and/or insurance certificate in the amount of two million dollars. Upon acceptance, K-W Oktoberfest Inc. and the Corporation of the City Waterloo must be added as additional insured.

Deadline for return of applications is Friday, August 31, 2018.  
Full payment is required by September 7, 2018. No refunds. NSF  
cheques will be subject to a \$25.00 service charge.

Submit your application to:

K-W Oktoberfest Inc.,  
ATTN: Ride Dine 'n' Stein Committee  
17 Benton Street  
Kitchener, ON N2G 3G9  
Fax: 519-742-3072  
Email: [anikaj@oktoberfest.ca](mailto:anikaj@oktoberfest.ca)



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NAME (FOR PUBLICATION): \_\_\_\_\_

COMPANY NAME (FOR BILLING IF DIFFERENT FROM ABOVE): \_\_\_\_\_

CONTACT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

BUSINESS NUMBER: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

MOBILE NUMBER: \_\_\_\_\_ YEARS IN BUSINESS: \_\_\_\_\_

WEBSITE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

LIST ALL ITEMS TO BE SOLD OR DISPLAYED BY VENDOR:
(enclose photos, drawings etc. - this information will be used to assess your compatibility)

Booth Space Required: [ ] 10' x 20' = \$350.00 [ ] 10' x 10' = \$200.00 \$ \_\_\_\_\_

Additional Requirements: [ ] Tent = \$200 [ ] Table= \$12.00 [ ] Chairs \$5.00(each) \$ \_\_\_\_\_

SUB TOTAL: \$ \_\_\_\_\_

HST (13%) \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

ADDITIONAL REQUIREMENTS: Hydro: \_\_\_\_\_ Other: \_\_\_\_\_

Please enclose: 1. Copy of liability insurance and/or insurance certificate in the amount of two million dollars.
2. City of Waterloo Vendor's Permit Number, if applicable: # \_\_\_\_\_

Credit Card No.: \_\_\_\_\_ (CVV): \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Name as it Appears on Credit Card: \_\_\_\_\_

Complete Mailing Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Type of Card: VISA [ ] MC [ ] AMEX [ ]

I have read and understood the rules and regulations. I agree to comply with these and all other federal, provincial and local regulations that apply.

Vendor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_