



# Northumberland Scottish Festival & Highland Games

## Merchandise Vendor Regulations



We invite you to participate in the 60th Northumberland Scottish Festival and Highland Games, scheduled for June 14<sup>th</sup> and 15<sup>th</sup>, 2024 at **Port Hope Agricultural Park**. The event will take place rain or shine.

Applications are currently being accepted for merchandise vendors. You can find the online application at [www.northumberlandhighlandgames.ca](http://www.northumberlandhighlandgames.ca)

Please review the 2024 Regulations before completing your application to understand your responsibilities as a vendor at the Northumberland Scottish Festival and Highland Games.

### 1. Insurance

- All merchandise vendors **must** show proof of Liability Insurance of \$2,000,000.00.
- A copy of the policy must be received by the Cobourg Highland Games Society no later than May 24, 2024.

### 2. Goods being Sold

- You must describe, in **detail**, what you will be selling as you will only be allowed to sell what you have listed on your application form.
- Any items not listed may be subject to removal from sale by The Cobourg Highland Games Society.
- The Cobourg Highland Games Society reserves the right to limit the number of vendors selling the same, or similar products/services listed on the application.

### 3. Set-up and Tear Down

- Set-up will be allowed from 10.00 am on Friday, and on Saturday between 6.00 am to 8.00 am only.
- Vendors arriving after 8:00 am on Saturday must walk merchandise to their allotted spot as vehicles are not allowed on the grounds. There are no exceptions to this rule.
- For pedestrian safety, vehicles are not permitted to enter or exit the grounds from 8.00 am till 6.00 pm.
- Teardown cannot take place until after 5.00 pm Saturday.

### 4. Port Hope Fire Department Requirements

- All tents shall have a flameproof treatment to which it would pass a match flame test to NFPA 705 standards.
- There shall be no hay, straw, shavings, or similar combustible materials within a tent.
- There shall be no open flames in or under a tent.

- Smoking or vaping is not allowed in the park.
- Temporary electrical wiring shall not be used where it presents a fire hazard.

## 5. At The Park

- Vendors who take up a larger space than paid for must pay the difference + HST before being able to open for business.
- Vendors are welcome to remain at the park until the entertainment concludes at 11:00 pm both Friday and Saturday night.
- The park is completely fenced, with paid security on site from 8.00 pm Friday to 6.00 am Saturday.

## 6. Parking

- There are free designated parking areas inside the park for vendors. You cannot park next to your booth.
- Overnight dry camping is allowed for large vehicles (RVs) in the Corral section in the South Field. **Please contact us if you need to reserve a spot.** Otherwise, Victoria Park Campground (905-373-7321) is only 10 km away, however you should reserve a spot early, as it fills up quickly.

## 7. Payment

- A discount of \$100 can be included on your application if full payment is received by April 7, 2024. This discount does not apply if payment is made after April 7, 2024. If you've paid by cheque, the amount must have been cleared by April 7, 2024.
- If you want your business name to be included in the Official 2024 Northumberland Scottish Festival and Highland Games Program you must pay in full by April 7, 2024.
- You can make a \$100 deposit to reserve your site but the balance must be paid by May 12, 2024.
- Payment can be made by e-transfer, PayPal or cheque. Please make cheques payable to our legal name "Cobourg Highland Games Society".
- No refunds will be issued after April 30, 2024.
- Full prices are in place from April 8, 2024, to June 12, 2024.
- All NSF cheques are subject to a \$48.00 charge.

You can email your questions to us at [northumberlandgamesconcessions@gmail.com](mailto:northumberlandgamesconcessions@gmail.com)

Check our website [www.northumberlandhighlandgames.ca](http://www.northumberlandhighlandgames.ca) for the latest news on the Festival.

Please mail forms and make cheques payable to:

Cobourg Highland Games Society  
PO Box 424,  
Cobourg, ON  
K9A 4L1