



REGINA DRAGON BOAT FESTIVAL
PO BOX 26096 REGINA, SK S4R 8R7
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www.reginadragonboat.com

This agreement is between _____

Hereinafter referred to as the "Concession" and the Regina Dragon Boat Festival, hereinafter referred to as the "Festival", relating to the operation of a food/beverage booth at the Regina Dragon Boat Festival held in Wascana Park. **The Festival reserves the right to reject any application without prejudice. The Festival's decision is final.**

OPERATION

1. **Food License:** The Concession must operate in accordance with the City of Regina Health Department standards and a current operation license must be displayed at all times. The Concession is required to attach and forward a copy of the RQHR approved Temporary Food and Drink Concession License, inclusive of menu and price list to the Regina Dragon Boat Festival 30 days prior to the festival start date in order to validate this agreement. The Concession must also have current City of Regina Fire Inspection Certificate.
2. **Hours of Operation:** The Concession agrees to be at their designated site, assigned by the festival, and open for operation as follows:

Friday 5:00pm to 11:59pm and Saturday from 6:00pm to 11:59pm is optional
Saturday from 7:00am to 6:00pm inclusive is mandatory
3. Concessions must be fully self- sufficient (tables, chairs, electrical power, propane, water, etc).
4. No spikes are allowed to be driven into the pavement at any time.
5. The Festival may approve more than one concession selling a main product (ice cream, hot dogs).
6. The concession will maintain the designated site area in a neat and tidy manner at all times consistent with the Wascana Centre Authority and clean up their site area prior to departure. The Festival will provide adequate containers for concessions.
7. The concession will be held responsible and liable for any/all damage to Wascana Centre Authority fixtures and/or property and all costs of replacement/repair resulting from the action of the concession, his/her affiliate/s, or any outside agency at any time during the concessions setup, festival operations, and take down on Wascana Centre Authority property. Failure to make full restitution to the Regina Dragon Boat Festival will result in prosecution.

VEHICLES

1. **Set-Up: There will be no vehicle access to the Festival Site after 7:00am Saturday.** Vehicles relating to Concessions will be allowed access onto the Festival site only for set-up, take down. All deliveries will be coordinated with the festival VP Site and use only Festival vehicles for delivery to the operational site location. No delivery or storage vehicles will be permitted on site. Any storage vehicle will be parked in the designated parking lot.
2. If the Concession is operated from a vehicle and is located on grass turf, boards must be placed under the wheels, hitch, and all generators in order to prevent damage to any part of the Wascana Center Authority property.
3. All vehicle traffic shall be restricted to roadways at all times. **All unauthorized vehicles left unattended during the Festival will be ticketed and towed at the owner's expense.**
4. Concessions may begin take down of their site on Saturday from 5:00pm and must be completely vacated by noon Sunday. Departure must be coordinated with the VP Site prior to exit.

FEES

1. Each concession shall submit payment in the amount of **\$500 + GST (five hundred dollars + GST)** along with all mandatory licenses & permits, complete menu/prices, a short bio/photo and this agreement at any time 30 days prior to the Festival in order to validate this agreement. **Payment can only be made on- line.** This fee is non -refundable 30 days prior to the Festival start date.
2. The fees shall be refunded at any time 30 days prior to the Festival start date. If the races have to be cancelled they may be rescheduled for next immediate date starting Sunday and all concessions would be required to operate on this alternative date. The Festival Executives are the only people allowed to authorize such cancellation.

Acknowledging that you, the Concession, have read and agree to the conditions in this agreement and have provided full and complete documents as stipulated by the agreement, we the Festival, upon receipt of same shall agree to approve your application for the Regina Dragon Boat Festival.

Regina Dragon Boat Festival, VP Site

Concession's Signature

Date Signed: _____

Date Signed: _____

