



REGINA DRAGON BOAT FESTIVAL

PO BOX 26096, REGINA, SK. S4R 8R7

This agreement is between \_\_\_\_\_

hereinafter referred to as the “Concessionaire” and the Regina Dragon Boat Festival Inc. 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 Concessionaire must operate in accordance with the Regina Qu’Appelle Health Region’s (RQHR) 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.
2. **Hours of Operation:** The Concessionaire agrees to be at their designated site, assigned by the festival, and open for operation as follows:  
  
Friday from 5 pm to 11:59 pm (optional);  
**Saturday from 7 am to 6 pm inclusive is mandatory;** and  
Saturday from 6 pm to 11:59 pm (optional)
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, etc).

6. The concessionaire 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 concessionaire 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 Inc. will result in prosecution.

## **VEHICLES**

1. **Set-Up:** **There will be no vehicle access to the Festival Site after 7 am, 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 owners expense.**
4. Concessionaires may begin take down of their site on Saturday from 6 pm and must be completely vacated by noon Sunday. Departure must be coordinated with the VP of Site Management prior to exit. Note: at least one food vendor is required to stay open for the duration of the festival liquor permit or 11:30 pm.

## **FEES**

1. Each concessionaire shall submit payment by E-transfer in the amount of **\$525 (\$500 + \$25 GST)** along with a temporary license, complete menu/prices and this agreement at any time 30 days prior to the Festival in order to validate this agreement. **If not received 30 days prior to the Festival the agreement will be terminated and a re-entry agreement of \$750 will be offered.** Checks are made payable to **Regina Dragon Boat Festival Inc., PO Box 26096, Regina, SK S4R 8R7.** 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 Concessionaire, 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 Inc.**

\_\_\_\_\_

**Concessionaire's Signature**

**Date Signed:** \_\_\_\_\_

**Date Signed:** \_\_\_\_\_