



Table/Space Rental Agreement

Downtown Daze - Thursday, August 18 5:00pm-9:00pm
7th Avenue, Virден MB

Early Bird Registration: Rental Fee: \$20.00 per space Deadline: July 15, 2016

Registration Fee after July 15, 2016: \$30.00 per space

Fees MUST be received no later than 4:30pm on August 18, 2016

****Signature REQUIRED on reverse****

Name: _____

Business Name: _____

Non-Profit Organization?: YES NO

Charitable Organization?: YES NO # _____

Address: _____

City, Province, Postal Code: _____

Phone: _____

Email: _____

Description of products/services: _____

Table/booth space rental fee includes one (1) table, one (1) chair, and a receipt for income tax purposes. **Spaces are available on a first-come, first-paid basis.** If you wish, you can bring your own table and/or chair, however, the rental fee will remain unchanged. Additional charges may apply should you require additional tables.

A map, showing the location of your table, will be made available at the Virден Community Chamber of Commerce office, or can be sent via email, within 48 hours prior to the event. Please be sure to include your email address above if you wish to receive the map. Downtown events maps will also be available upon request. Please note, positions are subject to change without prior notice.

Setup of your space can begin no earlier than 3pm and take-down must be completed by 9:30pm. Please ensure you leave your space clean when you leave. **Take-down cannot begin until 9:01pm.** **ABSOLUTELY NO VEHICLES WILL BE ALLOWED PAST BARRICADES BETWEEN 5:00PM-9:00PM.**

Availability of electricity is extremely limited. Please indicate (**X**) if you request electricity, and we will do our best to accommodate you; **NOT** guaranteed. Electricity Requested: _____

If you are a food vendor, you must follow the *Guidelines for Temporary Food Service Establishments* in accordance with Manitoba Health. You can request a copy of this document from our office, or you can locate it online at:

<http://www.gov.mb.ca/health/publichealth/environmentalhealth/protection/docs/tempfood.pdf>

If you have any questions, please contact Amanda Isaac at (204) 851-1551 or virdencc@mymts.net

Please drop off or mail completed registration form and payment to:

**Amanda Isaac, Manager
Virден Community Chamber of Commerce
425 6th Avenue South (CP Station) – 2ND Floor
PO Box 899
Virден, MB R0M 2C0**

Cheques are made payable to: *Virден Chamber of Commerce*

Please do not send cash in the mail

Receipts will be available on the day of the event. Should you require a copy prior to the event, please contact Amanda and one will be emailed to you.

Virден Community Chamber of Commerce does not guarantee space availability or placement. We will do our best to accommodate you, however, the decision of the Virден Community Chamber of Commerce is final.

ACKNOWLEDGEMENT AND WAIVER

I acknowledge that I am liable for any damage and/or loss specific to my space, products, services that are incurred before (setting up), during and/or after (taking down) to public, private or my own personal property. I am responsible for my own permits and/or licenses.

Name (Print): _____

Signature: _____

Date: _____

INTERNAL USE ONLY

Date Received: _____ **Total Paid:** _____

Method of Payment: Cash _____ **Cheque** _____

VCCC Manager Signature: _____