

Little Jamaica Festival 2025 Vendor Registration Form



Thank you for your interest in vending at the Little Jamaica Festival 2025!

Please complete the form below, using the Vendor Information Package as your guide.

If you have already submitted the Google Form version of the Vendor Application form, your application is complete, and there's no need to fill out this form again.

Important: Your vendor application will not be considered complete until your Vendor fees have been submitted along with your application.

We look forward to welcoming you to the Little Jamaica Festival, happening **August 30 - August 31, 2025!**

Section 1: Vendor Information (Please type your responses on the blank lines or check applicable options)

1. Email Address: _____
2. Your Full Name: _____
3. Your Business Name: : _____
4. Your Phone Number: _____
5. Alternative Phone Number: : _____
6. What is your desired booth size? (Check one or more)
 - ☐ 10 x 10 LITTLE JAMAICA BIA MEMBER - \$1,200
 - ☐ 10 x 10 NON Little Jamaica BIA Members - \$2,500
 - ☐ 10 x 20 Corporate - \$3,500
 - ☐ 5 x 10 - Non Profit - \$750

Email this form with proof of payment to dianadiana@yorkbia.com, cc:diana@yorkbia.com, jasonmcdonald@yorkbia.com

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☐ Food Truck - \$3,000

☐ Name the Kiddies Zone + 1 10 x 10 Booth - \$5,000 (Only one business can do this)

☐ Other: _____

Section 2: Terms and Conditions

The applicant agrees to comply with the following terms, conditions, and regulations for the Little Jamaica Festival 2025:

1. To secure your vendor space, complete the vendor application form and submit it along with full payment. Payments should be made via e-transfer to diana@yorkbia.com or via certified check made payable to The York-Eglinton BIA.
2. All payments should be made to diana@yorkbia.com for e-transfers or by certified check to The York-Eglinton BIA.
3. Vendor spaces are limited and allocated on a first-come, first-served basis. Applications will only be considered final once full payment has been received. Deposits or partial payments are not accepted. Note: Vendor spaces are limited and are on a first come first served basis.
4. Vendor spaces will be assigned at the discretion of the organizers, ensuring a fair and diverse distribution of vendors. Once assigned, vendors are not permitted to change their designated space.
5. All fees are non-refundable. No cancellations will be accepted after vendors agree to participate under any circumstances.
6. Vendors are responsible for providing their own electricity, tables, and chairs. Any vendor setting up beyond their contracted space will be asked to immediately shut down, with no refund.

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- 7 Security will be provided during festival hours, including overnight. However, vendors are solely responsible for their own concessions, inventory, and products.
8. The festival will take place “rain or shine.” Please come prepared for all weather conditions.
9. The festival organizers reserve the right to prohibit the display or distribution of materials considered illegal, obscene, or offensive. No vapes or illicit substances may be sold at the festival.
10. The festival assumes no responsibility for sales, inclement weather, or attendance. We do not guarantee specific outcomes related to sales or turnout.
11. Vendors are responsible for all materials, products, and goods sold, used, or displayed in their booth area.
12. Failure to adhere to these guidelines may result in the loss of vendor privileges without refund.
13. Once a vendor agrees to participate, no cancellations or refunds will be accepted under any circumstances.
14. Vendors can purchase additional short-term liability insurance from an insurance provider of their choice. Vendors are responsible for their own insurance coverage and must contact the festival organizers for any additional information.
15. Vendors assume responsibility for their operations and equipment. The festival will not be liable for any loss or damage.
16. Set-up will occur on Friday, August 29th, 2025. Vendors must check in with festival staff to receive their assigned space before setting up. Vendors will be given a specific load-in time prior

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to the festival. Those arriving outside of their scheduled load-in time will be required to wait until all other vendors have completed set-up.

17. No vehicles will be permitted in the park after 9:00 AM on festival days. Vehicles must be removed immediately after unloading.

18. Vendors are responsible for keeping their booth and surrounding area clean and free of litter. Vendors must maintain cleanliness and sanitation, particularly in food preparation areas.

19. Food vendors must dispose of grease, waste, and leftovers appropriately.

20. Food vendors are required to submit a completed Temporary Food Establishment Form. This form will be provided once the Toronto Public Health releases our event link.

21. All food vendors must complete the necessary health and safety forms.

22. Vendors must properly dispose of hazardous materials such as grease, oil, propane tanks, and other fuel canisters. No grease, oil, leftover food, or dirty water should be disposed of on the grass.

23. The Vendor agrees to operate inside the hours of 11 am – 11 pm during the festival dates as specified by the Organizer. Vendors that do not follow this rule will be seen as having breached their contract and will be expelled from the grounds without refund.

24. Failure to comply with these guidelines will result in the loss of vendor privileges without refund.

By checking the box below, I agree to the terms, conditions, and regulations of the Little Jamaica Festival 2025 as outlined:

☐ I agree to comply with all terms and conditions listed in this application.

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☐ I, the applicant, understand that my application is not considered complete until my Vendor Fee is paid in full and received by The Little Jamaica BIA, formerly York-Eglinton BIA.

☐ I, the applicant, understand that all vendor fees paid are NON-refundable.

Please make cheques, money orders, or bank drafts payable to:

York-Eglinton BIA

E-transfer: Send payment to diana@yorkbia.com. If a password is required, please use LJF2025 (all lowercase, no spaces).

Need Help To Fill Out This Form?

Visit our office at: 1761 Eglinton Ave. West, North York, ON M6E 2H7 (Beside the Subway restaurant) Office hours: Monday to Friday, 8:30 AM to 4:30 PM

Acknowledgment

Full Name: _____

Date: _____

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