

Argyle BIA Special Event: Sales Vendor Agreement (Merchandise/Services)

Event Information

Name of Event: East London Canada Day

Date and time of Event: July 1, 2026 from 12pm - 7pm

Location of Event: East Lions Community Center, 1731 Churchill Avenue

Vendor Requirements and Restrictions

Vendors cannot sell:

- Glow sticks
- Any sort of pyrotechnics or related items (sparklers, fireworks, lights, etc)
- Balloons or any other latex products (due to airborne allergy concerns)
- Products restricted to 18+ use
- Food products of any kind (food specific vendor forms available on the argylebia website)

Vendors may not offer the following services:

- Face painting
- Temporary tattoos

Vendors and their products/services must be family friendly.

The Argyle BIA reserves the right to decline any vendor application that does not fit the nature of the East London Canada Day Celebration.

NOTE FOR THOSE PROVIDING ON-DEMAND SERVICES

(henna, portraits, caricature drawing, etc):

Be aware that attendance at this event will be high (8-15k throughout the day). We ask that you have at LEAST 2, ideally 3-4, service providers available to keep from being overwhelmed by crowds.

Vendor Fee

Your vendor application will not be considered until payment is received in full, along with proof of insurance. DUUO is our recommendation for those looking for one time event insurance.

A reservation entitles you to a 10 ft x 10 ft space for a tent (if you are a non-profit or local organization, specific forms are available on the argylebia website).

If you need more space than 10x10ft, you must contact the event coordinator, Leah Thomas at least one month before the event to arrange.

Early Bird Pricing: \$90 (if payment is received, in full, on or before April 20)
Regular Fee: \$110

Payment must be received within two weeks of submitting this form and can be sent via e-transfer (general@argylebia.com), cheque (addressed to Argyle Board of Management), or cash delivered or mailed to:

Argyle BIA
Unit 3 - 1815 Dundas St. E
London, ON N5W3E6

Vendor fees will be refundable **NO LATER than six full weeks before** the event date.

Equipment and Supplies

Vendors **MUST** supply all their own equipment.

This is an all day, outdoor event so be prepared for all weather conditions.

NO ELECTRICITY OR WATER available. Generators are permitted but please ensure your generator is set up to reduce noise as much as possible.

Required Equipment:

- Outdoor tent (no bigger than 10x10)
- Tent weights equaling a minimum of 40 lbs in total - **NO EXCEPTIONS*** Tents cannot be staked

*Wind can make tents very dangerous to people and property

Recommended Equipment:

- Weights or containers for any of your paper materials
 - Zipties and tape for emergencies
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Day Of Event:

Vendor Set up Time: You must arrive no later than 11 am. **If you are late, you have missed the unloading window and your reservation as well as your vendor fee will be forfeited.**

Parking: We are not able to offer reserved parking.

Parking is extremely limited at the venue and it is advised to find suitable local/street parking before the event becomes busy.

Vendor Tear Down: Every vendor is expected to stay until the end of the event regardless of inventory levels (7pm).

Garbage and waste receptacles are provided on site and vendors are responsible for cleaning their event space of garbage once the event is over.

Anti-Harassment Policy

This event is to celebrate Canada and be welcoming to all who live here regardless of status, race, orientation, belief, etc.. The Argyle BIA will not tolerate, ignore, or condone discrimination or harassment. All vendors are responsible for respecting the dignity and rights of all event attendees.

In the same vein, if any vendor finds themselves on the receiving end of harassment, please let **Bethany Mejia** (Fair Day-Of Coordinator), **Troy Welch** (Event Security Coordinator), or **Leah Thomas** (Event Coordinator) know and they will assist.

Liability

The Argyle Business Improvement Association and their affiliates will not be held responsible for any liability, lost or stolen or damaged merchandise, or any injury incurred during East London Canada Day.

Application Form

Company/Group:	
Main Event Contact Full Name:	
Phone Number:	
Address of Company/Group:	
Email:	
Website and/or socials:	

<p>Brief Description of Organization/Group</p> <p>What are the services/food/materials you wish to sell or promote?</p> <p>*NOTE: This is a family friendly event. All vendors must keep their marketing and merchandise appropriate for all ages</p>

You have attached proof of insurance to this form:	
<input type="checkbox"/> Yes	<input type="checkbox"/> I will do so within two weeks of submitting this form. I acknowledge that my application will not be finalized until it has been submitted

By submitting this form you are confirming you have the proper permits and licenses to operate as a vendor at this event and in the City of London.

Participant Signature:

Date:

BIA Representative Signature:

Date: