



Midsummer Thursdays Vendor Rules

Vendors must accept and fully cooperate with the following rules of the Town of Stony Plain's Midsummer Thursdays events. Failure to comply with these rules may result in the forfeiture of your participation in the events.

All Vendors

1. Midsummer Thursdays is an all-weather event. Vendors are required to operate in a variety of weather conditions including heat, wind, rain, or snow. The Town reserves the right to cancel the event if deemed necessary.
2. A minimum of 48 hours' notice of cancellation is required. We reserve the right to deny future participation if adequate notice is not received or a vendor does not attend without notice. The vendor fee is non-refundable, even if cancellation occurs with more than 48 hours' notice.
3. Vendors are not permitted to loan, sublease or give away the stall(s), whether in full or part of the stall(s).
4. Vendors are not permitted to set up before the barricades are erected the day of the event. Vendors must be completely disassembled and off the site before the barricades are removed after the event concludes. Details regarding set up and tear down will be sent out to vendors in the week leading up to each event.
5. Sold out vendors must remain completely set up and present at their booth until the event concludes. Vendors are not permitted to leave early.
6. Vendors are responsible for the clean-up of their stall and for removing and taking away their own garbage. Garbage cans provided by the Town are for attendee use only. The use of Town or other businesses' garbage bins is strictly prohibited.
7. Parking is limited. Vendors who are not in self-contained units (E.g. Food trucks) must park off-site.
8. Tents must be weighed down with a minimum of 25 lbs. per tent leg. Tents cannot be attached to another tent or other infrastructure such as trees, bollards, benches, etc. Tents that do not meet these safety requirements will not be permitted.
9. All vendor stall locations will be assigned randomly, with the exception of businesses with storefronts within the event area. Requests for specific stall locations will not be considered.
10. Vendor stalls must not be left unattended after setup for the duration of the event.

Market Vendors

A business or organization occupying a booth space to promote their business/organization or sell products (including low risk foods such as baked goods, sweets/snacks, dry foods, condiments/ingredients, fresh produce, and foods with controlled properties).

11. A non-refundable vendor fee of \$25 per event is due within ten (10) business days of application approval. If the event takes place in fewer than ten (10) business days from the date of approval, the vendor fee must be paid before the event date. Failure to submit payment within this timeframe will result in forfeiture of the event booking(s). Businesses with a storefront within the event area are exempt from the vendor fee.
12. Vendors are solely responsible for maintaining appropriate insurance coverage for their products and operations. The Town assumes no liability or responsibility for any claims, damages, or losses arising therefrom.
13. If applicable for your business type, vendors must submit Alberta Health Services forms 30 days prior to the event date. More details can be found at [Plan an Event | Alberta Health Services](#).
14. Vendors are required to provide their own equipment including tents, tent weights, tables, chairs, and all items required to showcase their products.
15. All equipment and products must be contained within your assigned stall area.
16. Generators (other than food truck generators) are not permitted to be used at the event. Some exceptions may be made at the discretion of the event manager, if approved in advance.

Mobile Vendors

A vending business operating from a non-permanent, mobile facility (including but not limited to a motor vehicle, trailer, cart, or cycle). Sales and services are limited to those offered directly from the mobile unit (e.g., food trucks, trailers, carts, cycles).

17. A non-refundable vendor fee of \$100 per event is due within ten (10) business days of application approval. If the event takes place in fewer than ten (10) business days from the date of approval, the vendor fee must be paid before the event date. Failure to submit payment within this timeframe will result in forfeiture of the event booking(s).
18. All mobile vendors are required to have a valid Stony Plain business license or Intermunicipal Business License Arrangement (IBLA). More details can be found at [Business Licences | Town of Stony Plain](#).
19. Mobile vendors must be set up at least one (1) hour before the start of food handling at the event. Inspections by an AHS Public Health Inspector may occur during this time.
20. Mobile vendors must provide their own power (E.g. generator, propane, etc.).
21. If a mobile vendor is cooking on site, any tents used must have a label indicating it conforms to CAN/ULC-S109, "Standard Method for Flame Tests of Flame-Resistant Fabrics and Films".