

## PLAY Taiwan Music & Food Fest Application Form

### Art, Creative and Culture Booth



Event Date: June 21 - 23, 2024 (FRI - SUN)  
 Location: Mel Lastman Square, North York ([5100 Yonge St. North York, ON M2N 5V7](https://www.google.com/maps/place/Mel+Lastman+Square,+North+York,+ON/M4N+5V7))

Event Time: June 21, 2024 (FRI) 5:00 pm - 9:30 pm  
 June 22, 2024 (SAT) 2:00 pm - 9:30 pm  
 June 23, 2024 (SUN) 2:00 pm - 9:30 pm  
 (All Vendors must stop sale at June 23, 2024 9:30pm)

Setup Time: June 21, 2024 (FRI) 12:00 pm - 4:00pm  
 (Truck unloading time will be assigned by the organizer, and vendor must unload within the assigned time)

Booth Removal: June 23, 2024 (SUN) 10:00 - midnight

PLAY! Taiwan Music and Food Fest (“PLAYFEST”) is the first music-focused festival in Toronto that featuring trending musicians from Taiwan, local bands, and jazz performance. All the performances are free-entry. We expect over 80,000 visitors in this weekend.

#### Standard Package

Package	Booth Option	Electricity	Rate (HST included)
A	10' x 10' booth provided by PLAYFEST	Basic lighting	C\$1,500
B	Vendor bring its own 10' x 10' booth. Note: You must bring at least 2 of 10 kg weigh to fix the booth in order to enrol to this package		C\$1,000

#### Non-profit Packages (Subject to approval and availability)

Package	Booth Option	Electricity	Rate (HST included)
C	10' x 10' booth provided by PLAYFEST	Basic lighting	C\$1,200
D	Vendor bring its own 10' x 10' booth. Note: You must bring at least 2 of 10 kg weigh to fix the booth in order to enrol to this package		C\$700

All payments are non-refundable.

Due to the limited number of spots, the PLAYFEST committee will confirm your spot before you pay,  
So,

**\*\*PLEASE DO NOT PAY UNTIL WE ASK YOU TO. WE WILL GIVE YOU THE INSTRUCTIONS\*\***

Amounts can be paid via e-transfer to taiwanfilmfestival.to@gmail.com

(Please add vendor name & description in the memo for e-transfers)

Or by cheque to the *Taiwan Film Festival in Toronto*, **if you choose to pay by cheque, you must submit your cheque together with the application.**

### **IMPORTANT NOTE BEFORE YOU MAKE YOUR APPLICATION:**

- Maximum of 2 Booths can be applied under one business/organization/applicant, unless special approval is granted by the PLAYFEST committee.
- Non-profit organizations can apply for Non-profit packages (C or D). However, non-profit package has limited number of availability. An applicant choosing the non-profit package will need to submit government documents to prove its active and in-good-standing non-profit status. The booth is subject to final approval from the PLAYFEST committee. Each non-profit can only get one booth.
- All vendors must be on site for all days of the rented dates during the festival. If the vendor is not on-site during the setup time, the rented date and time, and the clean up time, the PLAYFEST reserves the right to remove/relocate/substitute the vendor's assigned booth.
- Availability and placement of booths will be reviewed and chosen by the PLAYFEST Committee
- For Food and Drinks Booths, A Valid Food Handler Certificate is needed for anyone handling food at the festival.
- All menu & price items **MUST** be submitted to the PLAYFEST at least 3 days before the first day of the event, the approved menu and price cannot be changed without further approval.
- PLAYFEST may place your booth according to festival themes and location standards depending on the booth merchandise, theme, type of business.
- PLAYFEST Do Not Accept Any Cash Payment. Please **DO NOT** pay cash to anyone.
- After we confirm you that your requested booth available, you will need to submit full payment via e-transfer within 24 hours. If you have submitted a cheque with the application, we will bank in the cheque. If you fail to pay within 24 hours of our payment notification, or your cheque is bounced, we will release the booth to another applicant.



Please fill out the form below and submit by scanning / or by photo to [music@playfest.ca](mailto:music@playfest.ca) or mail to:

Taiwan Film Festival in Toronto  
7040 Warden Ave., Markham, ON L3R 5Y3

<b>Name of Company / Organization</b>	
<b>Name in Traditional Chinese (if any)</b>	
<b>Business Address</b>	
<b>BN#</b>	
<b>Name of Contact Person</b>	
<b>Title</b>	
<b>Email</b>	
<b>Phone#</b>	
<b>How many Food / Drink Booths?</b>	<input type="checkbox"/> Package A x _____ \$1,500 each <input type="checkbox"/> Package B x _____ \$1,000 each <input type="checkbox"/> Package C x 1 \$1,200 <input type="checkbox"/> Package D x 1 \$700
<b>Total</b>	<b>\$</b>
<b>You want to pay by?</b>	<input type="checkbox"/> E-transfer <input type="checkbox"/> Cheque
If you opt to pay by cheque, please attach a cheque with FULL AMOUNT. If you opt to pay by e-transfer, please wait for our instruction.	
<b>Describe your products*</b>  Please be very specific and as detail as possible.  E.g. My booth will sell bubble tea, there are 3 kinds of bubble tea, and 3 toppings, so, 9 combinations. \$7.99 each.	
<b>*Note, you can only sell the product(s) described above.</b>	

## Rental Contract

1. Hours of Operation.
  - 1.1. Vendor must straightly follow the date and time regarding setup and stop-selling listed on the application form.
  - 1.2. Due to limited of parking space, Vendor must arrive within the time slot assigned for unload from the truck and setup. If you are late, you unload and setup time will be re-arranged to the end of the setup session.
2. Electricity.
  - 2.1. Basic lighting will be provided with no extra charge. Vendor may ONLY use the event and venue's power supply to charge your phone or electronic devices, power your POS.
  - 2.2. For safety, vendor MUST NOT use the venue electricity to power any cooking device.
3. Neatness
  - 3.1. Vendor will keep their items within a reasonable distance from their booth(s).
  - 3.2. Vendor's display items shall not obstruct foot traffic.
4. Damages.
  - 4.1. Vendor shall be responsible for any damages they cause to Mel Lastman Square or PLAYFEST's property, including any rented equipment from the venue and the organizer.
  - 4.2. Vendor must report the damage to the floor manager immediately.
5. Garbage
  - 5.1. Garbage is to be disposed of in the designated bin located on site.
  - 5.2. Please put all your garbage in garbage bags and sealed securely before dumping.
6. Noise and pollution
  - 6.1. Vendors are not to use equipment that makes excessive noise or air pollution.
  - 6.2. Helium balloons are NOT permitted to be sold, distributed or displayed on Mel Lastman Square.
  - 6.3. No bottled water or bottle juice is permitted to be sold on Mel Lastman Square.
7. Security
  - 7.1. There will be security patrols provided overnight. However, vendors are responsible for the security of their own equipment and booths at all times, including overnight.
  - 7.2. Vendor should not leave any valuables unattended, and should be responsible for their own belongings.
8. Alcohol

No alcohol is permitted to be sold on Mel Lastman Square grounds.
9. PLAYFEST Staff and Enforcement
  - 9.1. Festival staff wearing PLAYFEST badge will be available to answer questions and assist you during the festival.

- 9.2. Staff will also be ensuring that the festival rules are being followed by everyone.
- 9.3. Any vendor found to be non-compliant with one or more of the above rules, their booth will be shut down by festival floor manager and/or Mel Lastman square staff. No refunds or compensation will be granted. If necessary, a City of Toronto by-law officer will be called.
- 9.4. There will be a \$1,000 Fine for dumping Food and Cooking Oil waste on the ground of Mel Lastman Square.

This agreement has been made on \_\_\_\_\_(date)

Between

Company Name: \_\_\_\_\_(Hereafter referred to as “The Vendor”)

AND

Taiwan Film Festival in Toronto, the organizer of PLAYFEST,

Whereas the vendor has completely read and understood the terms and guidelines in this application set out by the PLAYFEST committee and Mel Lastman Square PLAYFEST 2024.

By signing this agreement, the vendor has read and understood the vendor rules and regulations listed Above.

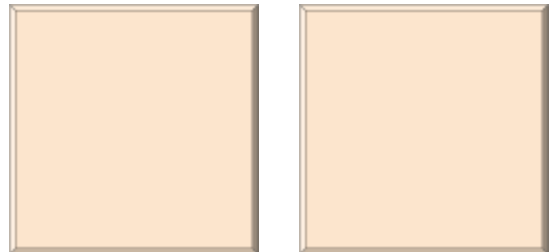
\_\_\_\_\_  
Vendor Representative

Date: \_\_\_\_\_

PLAYFEST has confirmed the Vendor will get the booth:

\_\_\_\_\_  
PLAYFEST Representative

Date: \_\_\_\_\_



Map refers to the next page

**PLAYFEST Representative please circle the booth(s) on the map**

### Mel Lastman Square



PLAYFEST Representative \_\_\_\_\_

Date: \_\_\_\_\_