



**RavenWood Music Festival  
Presented by the Music Society of  
Strathcona County  
Friday, July 11<sup>th</sup> & Saturday, July 12<sup>th</sup> 2025**  
Broadmoor Lake Park, Sherwood Park, AB

**Artisan and Food Truck Vendor Agreement**

\*Applications accepted until **April 30<sup>th</sup>, 2025\***

**Fees:**

**\$125 for Artist Vendors**

**\$150 for Food Trucks**

The Music Society of Strathcona County is excited that you would like to join us in making the RavenWood Music Festival a special celebration of local music, vendors, food and community. Please see the below for terms, conditions and guidance for our mutually beneficial relationship. This document forms part of the contract between you (the Vendor) and the Music Society of Strathcona County.

This is not a binding contract until you have submitted your application to be a Vendor and received confirmation from the Music Society of Strathcona County that your application has been approved and you are an accepted Vendor at the RavenWood Music Festival, and you have paid the registration fee referenced at section 5, below.

### **1. Vendor Selection:**

The RavenWood Music Festival Market is a specific area for our festival guests to purchase unique items and enjoy delicious food. We are looking for Vendors that sell items that are in stock and on hand, and produced directly by you, the Vendor. They should not be commercially, or mass produced. Preference will be given to Artisans who have handmade items. We are also looking for Food Vendors who will prepare fresh food on site to sell.

To ensure variety and quality, the Artisan and Food Vendor selection will be a juried process. All Artisans and Food Vendors (“Vendors”) are required to submit their information on the form provided by **April 30th, 2025**. Upon approval, the Vendors will be contacted by **May 15th, 2025**, with notification of acceptance as well as an invoice for Registration Fee payment. Only once payment has been received are you guaranteed a spot in our Artisan Market.

The Vendor does NOT have the option to assign its rights as a selected Vendor to any other party, including any sublicensee or affiliate, without the prior explicit permission of the Music Society of Strathcona County.

### **2. Market and Vendor Location:**

Vendors will be located inside the festival grounds. These tent locations will provide a favorable vantage to hear some of the music during the festival. Ticket holders only will have access to these locations. There are limited spots available. Vendor setup will take place Friday morning July 11<sup>th</sup>, beginning at 8:30 am. There is a possibility that setup may be allowed on Thursday afternoon July 10<sup>th</sup>, depending on how the site setup is progressing.

### **3. Artisan/Food Vendor Schedule:**

All Vendors are required to be present and operating throughout the OPEN hours. Those hours are as follows:

<b><u>Friday July 11th:</u></b>	<b>9:00 am to 1:00 pm</b>	Artisan/Food Vendor set up
<b><u>Friday July 11th:</u></b>	<b>4:00 pm</b>	Gates open for access
	<b>4:30 pm</b>	Market and Food <b>OPEN</b>
	<b>4:30 pm</b>	Music and Activities begin
	<b>5:45 pm</b>	Opening Ceremonies
	<b>6:00 pm</b>	Pro bands begin
	<b>10:00 pm</b>	Market and Food <b>CLOSED</b>
	<b>11:00 pm</b>	Festival closes
<b><u>Saturday July 12<sup>th</sup>:</u></b>	<b>11:30 am</b>	Gates open for access

<b>12:00 pm</b>	Market, Food, Music begins
<b>1:00 pm</b>	Pro Bands begin
<b>10:00 pm</b>	Market and Food <b>Closed</b>
<b>11:00 pm</b>	Festival Closes

**PLEASE NOTE: NO Artisan and/or Food Vendor booths may be disassembled or removed from the festival site prior to 10:00 pm on Friday July 11th and Saturday, July 12th. Any vendor packing up prior to 10:00 pm on Saturday will not be invited back to future events. Take down can occur AFTER 11:00 pm OR on Sunday, July 13th between 9:00 am to 11:00 am.**

**4. Registration:**

Completed Vendor Application Forms and Registration Fees must be received by the Music Society of Strathcona County by 6:00 pm on April 30th, 2025, in order to be curated as an Artisan or Food Vendor. Please make your cheque payable to the **Music Society of Strathcona County**.

**5. Artisan Fee:**

The Artisan Registration Fee for the 2025 RavenWood Music Festival is **\$125** and includes the following:

- one **10'x10'** area for **your** tent.
- two RavenWood Artisan Festival passes

**Additional fees:**

- Additional Artisan Festival passes are **\$55** each.

**6. Food Vendor Fee:**

The Food Vendor Registration Fee for the 2025 RavenWood Music Festival is **\$150** and includes the following:

- one spot in our Food Truck area
- two RavenWood Festival passes

**Additional fees:**

- Additional Food Vendor Festival passes are **\$55** each.

## **7. Green Initiative:**

The RavenWood Music Festival has an ongoing commitment to honouring environmental concerns in all areas of Festival operations. The Music Society of Strathcona County requires all vendors to demonstrate an enhanced commitment to environmental practices. Food Vendors must use only compostable single use serving items – no plastic or styrofoam. Recycling/garbage bins are provided around the site.

## **8. Power:**

For those Artisans/Food Vendors requiring power, they are responsible for supplying their own power cords. A 100' extension cord is recommended.

## **9. Display Restrictions and Safety:**

All vendors are expected to review and comply with the RavenWood Music Festival Site Safety and Emergency Response Plans. These documents will be made available to you prior to the event.

Vendors are allocated a 10'x10'. All vendors must provide their own professional grade tent with sidewalls capable of withstanding inclement weather. All vendors are responsible for anchoring and securing their own tents. All vendor tents are subject to inspection.

**PLEASE NOTE: canopy shelters or other lightweight shelters are not acceptable and will not be allowed on the RavenWood Music Festival site. Acceptable tents will be professional quality "pop up" tents.**

All booths must be manned during **OPEN** hours.

No Artisan or Food Vendor or their representative(s) shall damage, change or in any way deface the festival premises.

The Site Coordinator, Festival Representatives and Security Personnel will have access to the space occupied by each Artisan and/or Food Vendor.

The RavenWood Music Festival reserves the right to alter the site plan if necessary or to have the booth participant reposition the booth if required.

Unless given permission to the contrary, the Artisan and/or Food Vendor agrees to confine their operation within their contracted space only.

### **10. Security:**

The Music Society of Strathcona County will provide 24-hour security to the Festival site. Neither the hired Security Company or the Music Society of Strathcona County will be responsible for lost or stolen merchandise. The Security Company will not be responsible for securing items in inclement weather. Ensure your tent is secured in place.

### **11. Disclaimer:**

The Music Society of Strathcona County **cannot** guarantee the number of attendees/guests OR the amount of revenue an Artisan/Food Vendor will achieve during the 2025 RavenWood Music Festival. The Society will do everything in its power to advertise, promote and encourage community participation. The expectation of Artisans, Food Vendors, Performing Artists, Board Members, Committee Members, Volunteers and Sponsors is that all will endeavour to promote the Festival thru Social Media, in person contact and any other opportunity to share the details of how to attend the RavenWood Music Festival.

### **12. Insurance:**

The Vendor agrees to maintain and pay all premiums for general public liability insurance in the amount of **\$2,000,000** for the duration of the 2025 RavenWood Music Festival. All such policies shall identify **Music Society of Strathcona County** as a named insured. Written evidence of such insurance coverage shall be provided to Music Society of Strathcona County prior to the commencement of the Vendor's use and occupation of the contracted vendor space.

### **13. Cancellation Policy:**

This contract may be canceled by either party. Cancellation of space must be in writing and received 30 days prior to the festival. In the event that such a cancellation is received, 50% of your fee payment will be refunded. If the booth participant cancels within the 30 days prior to the event, no refund will be given. \*\*\*If the 2025 RavenWood Music Festival is cancelled for any public health reasons, including by not limited to, Alberta Covid-19 restrictions, 100% of any fees paid will be refunded **OR** an at the election of both parties, an agreement may be made to put the fees towards the next Festival.\*\*\*

Under no circumstances will the Music Society of Strathcona County be liable to you, the Vendor, for damages of any kind whatsoever, and specifically due to lost opportunity, loss of expected revenue or anticipated profits, loss

of or damage to reputation or any other damages at law or equity due to cancellation of the RavenWood Music Festival for any reason.

**14. Liability:**

IN CONSIDERATION of participation in the 2025 RavenWood Music Festival, the Artisan/Food Vendor shall and does hereby release The Music Society of Strathcona County, the members of the Board of Directors, and all agents, assigns, affiliates, and insurers from any and all liabilities, damages, costs, claims, suits or actions in any way arising from or related to this Agreement, the use or occupation of the vendor space, the exercise of any of the rights granted pursuant to this agreement to the Vendor or by anyone for whom at law it is responsible, save and except where such loss arises from the wilful tortious acts of Music Society of Strathcona County.

The Vendor shall indemnify, defend and hold the Music Society of Strathcona County harmless from and against any and all losses, including legal costs on a solicitor-client basis, arising out of, by reason of, in connection with or as a result of a claim by a third party against the Music Society of Strathcona County to the extent any such indemnifiable loss is attributable to the Vendor.

Artisan/Food Truck Name: \_\_\_\_\_

Representative's Name: \_\_\_\_\_

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

Signature: \_\_\_\_\_