



Vegreville Cultural Association

Sponsoring..... Canadian Showcase of Ukrainian Culture

UKRAINIAN PYSANKA FESTIVAL

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50th Ukrainian Pysanka Festival

Vegreville, Alberta

July 7-8-9, 2023

YARMAROK – ARTISTS - MARKETPLACE

Vendor Application

Vegreville's annual Ukrainian Pysanka Festival is a 3-day showcase of Ukrainian Culture. Over the 3 days, we have many Ukrainian-themed attractions: grandstand shows with performers from Alberta, Canada, North America, and internationally (usually from Ukraine!); beer gardens and evening dances with some of the best known Ukrainian bands; many free activities such as the showcase stage (dancers, bands, vocalists), dance competitions venue, opening ceremony, pioneer demonstrations, folk art workshops and displays, petting zoo, children's activities, artists market, and of course, the busy Yarmarok Marketplace.

1. Marketplace Hours:

Dates for this year's Pysanka Festival: July 7, 8, 9, 2023.

Yarmarok Marketplace hours:

FRIDAY: 12:00 PM until 9:00 PM

SATURDAY: 10:00 AM until 9:00 PM

SUNDAY: 10:00 AM until 5:00 PM

(These hours are subject to change.)

2. Venue Location:

The Yarmarok Marketplace will once again be located in the Recreation Centre/Arena located at **4509-48 Street** in Vegreville.

This building has a concrete floor and is wheelchair/walker friendly. There are washrooms located inside the building.

Please note that **prior to setting up your booth**, you must pick up your Vendor Package at the Festival Office. This lets our office know you have arrived, and includes your 3-day pass to park on the grounds, and your complimentary tickets. Please note that if you do not have the vendor pass, and you tell the gate volunteers that you are a vendor without a pass, they may not let you onto the grounds.

Booth set up

THURSDAY, July 6th: 10:00 AM until 7:00 PM

FRIDAY, July 7th: approx. 10:00 AM to 11:30 AM

The Festival opens at 12:00 PM (subject to change) on Friday, and we want everyone to be ready to go.

3. Loading/Unloading & Weekend Parking:

The 2 bay doors on the south side of the building will be open.

Be considerate of other vendors setting up their booths. When unloading, you can park adjacent to the building between the two doors for easier unloading of your items to your designated booth. After unloading and prior to setting up your booth, please move your vehicle across the parking lot along the chain link fence to allow for other vendors to unload/load. Thank you!

Absolutely no vehicles are allowed in the building for unloading/loading!

Park across the gravel parking lot along the chain-link fence for the weekend (you will need your 3-day parking pass), or parking is available in the Recreation Centre/Aquatic Centre Parking Lot. The street entrance door will be open during Yarmarok hours.

Parking on the grounds without your complimentary vehicle pass is \$10 per day (Handicap \$5 per day).

4. Selecting Booth Location – Indoor & Outdoor:

We will try accommodating everyone's first/second choices.

However, please note we try not to place booths with the same type of product next to each other (i.e. two jewellery booths next to each other).

Festival Marketplace Booths are as follows:

INDOOR BOOTH:

- Approximately 10 or 15 feet frontage, or multiples thereof as per request, 10 feet deep
- The layout is showing 10'x10' booths. Larger booths are available (10' x 15', 10' x 20', 10'x 30', etc.)
- 3' high side curtain partitions between the booths – note: end booths do not have an end curtain, if you require one please specify (most 'end' vendors like to utilize both sides of their end booths, so we generally do not order an end curtain)
- 8' high curtain partition dividing the centre booths. Note that booths along the perimeter do not have curtain backdrops, and may have the typical plexi-glass hockey boards that you can decorate with signage, etc. There are a few booths with no back wall. **If you require a back wall, please specify on the form.**
- One 6' or 8' table which is approx. 30" wide, 2 chairs (additional table: \$10 each). Table skirting is **not** provided
- Access to power only if requested at additional cost of \$20 for the weekend and will be on the **perimeter only**.
OR

OUTDOOR BOOTH

- Approximately 10'x10' tent outside on the grounds, no power available
- One 6' or 8' table which is 30" wide, 2 chairs (additional table: \$10 each)
- You must supply your own tent/trailer

5. Fees & Payment

All prices noted are for the **3-day Festival:**

- booth space deposit **\$50***
- 10' x 10' indoor booth space **\$200** (add additional \$200 for each additional 10' booth space)
- outdoor tent/trailer space **\$200** (\$100 per day if not selecting full weekend)
- power **\$20** (on the perimeter only)
- additional table **\$10 each**
- Outdoor tent **\$75 Friday; \$125 Saturday; \$75 Sunday**

A non-refundable deposit of \$50 must accompany your application. If you are selected, the balance of the fee will be due no later than **April 15, 2023**.
Cheques will be returned to those who are not selected as vendors.

Payment can be made by cash, cheque, e-transfer or invoicing through paypal (note handling charges will apply). Unfortunately, the Festival Office is not equipped to accept credit card numbers. Please make payment arrangements with our office if a cheque will not be accompanying your form via mail.

6. Power/Electricity Requirements

Will you need power?

- It is important to note on your application form if you require power. The market will be set up in a skating arena, and power is very limited. We address electricity requirements only for the booths specifying they require power. Power is only on the perimeter of the building.
- If you require power, it is important to note for what purpose (i.e.: power for fridges/freezers, phones, laptops, etc.), to ensure the power installed for each booth will handle everyone's requirements without tripping breakers.
- If your booth **does not need power**, you will likely be placed in booths which have no power, or where power is very limited.
- Power is \$20 for the weekend.
- **Bring a minimum 100' extension cord.**

7. Advertising Opportunities

7.1 Program Book

Annually we professionally print a full colour souvenir program book, which is available for \$10. The program book becomes available approximately one month prior to the Festival, and is available for sale in Vegreville.

Various businesses advertise in this program book, and please know that vendors may take advantage of this opportunity as well. Business card sized ads are \$110. Design services are available for an additional \$25.
(Program Book Advertising Form is attached to this package.)

Each registered vendor will receive a complimentary 2023 Souvenir Program Book.

8. Camping / Hotels

8.1 Camping

a. Festival Grounds

We have RV stalls available on the Festival grounds. The main washrooms on the grounds **do** have showers.

Options for power include 30 amp, 15 amp, and no power.

Note that we are a 3 day festival, with evening dances on both Friday night and Saturday night. Many of our campers (young and old) attend the dances, and it should be noted that after the dance (2:00 AM to 3:00 AM), those attending the dance are walking around on the grounds back to their RVs, or still visiting at various sites. Please note this is a Festival with nightly evening dances, and many of our Zabava attendees camp on the festival grounds.

The number of powered sites for long RV units are limited, so reserve early.
(RV Registration Form is attached to this package.)

b. "Pysanka Park" - Elks Kinsmen Park

There are RV stalls available at Vegreville's Elks Kinsmen Park, home of the famous World's Largest Pysanka! The Park is a short walk to the Festival Grounds. Note that reservations may not be an option.

8.2 Hotels in Vegreville

Don't have an RV, or camping isn't your thing? Check our website for a link to names and phone numbers to hotels in Vegreville.

9. Food & Entertainment

There will be various food vendors on the Festival Grounds on the weekend which serve a variety of food (of course Ukrainian food).

Vendors may choose a complimentary grandstand show ticket, or a ticket to an evening dance. Specify your selection on the Vendor Application Form.

Some things to note as you complete your registration:

All vendors will be open during the full Yarmarok Business hours.

Vendors who are not set up prior to Festival opening on Friday or vendors who fail to remain open during the FULL hours of the Yarmarok Marketplace may not be invited to future festivals.

Note: Every 3-day Vendor booth package includes one 3-day vehicle pass and (if requested) one ticket into the evening dance/zabava party

APPLICATION DEADLINE: APRIL 15, 2023

Applications will be processed as received.

Payment is to accompany application, or pay online via paypal (note, handling charges apply).

The committee reserves the right to select applications based on type of vendor and the time of receipt.

FESTIVAL MARKETPLACE CONTRACT PROVISIONS

1. Rental fee is for the use of space only.
2. At no time will electrical services used in the indoor booth exceed the capacity of the power provided to that space.
3. Extension cords, lights, props are the responsibility of the vendor, which must be confined to the space rented.
4. As a good neighbour, each Booth vendor shall avoid blocking the view of the neighbour's booth.
5. Due to allergies, pets will not be permitted in booths with vendors, nor should they be left outdoors unattended.
6. There shall be no subletting, re-assigning or transferring of the rental space to a third party.
7. Vendors will stay open for the full hours specified as Yarmarok Business Hours.
8. Goods for sale should generally, but not necessarily, be related to the spirit of the Festival; that is, Ukrainian themed in nature, dress and decorations. Other goods will be considered at the discretion of the Committee.
9. Space is to be used only for the sale of products as approved by the Association from the list submitted in the application. The Festival must approve any amendments to the list.
10. The vendor must have someone in the booth during all business hours.
11. The Association reserves the right to limit NOISE or anything else that distracts from the spirit of the market.
12. For security, the indoor facility will be locked during non-business hours.
13. There will be no vehicles in the Yarmarok at any time.
14. The vendor shall be liable for any damage caused to the facility or props by the vendor.
15. All goods and personal belongings in the outdoor tents are the vendor's responsibility, as no additional security is provided in the area(s) of outdoor tents. Note that any theft, vandalism, etc. is at the vendor's risk.
16. The vendor shall be responsible for any insurance for their merchandise. **THE ASSOCIATION DOES NOT ASSUME ANY RESPONSIBILITY FOR GOODS LOST OR DAMAGED WHILE IN THE DISPLAY AREAS OR IN TRANSIT TO OR FROM IT.**
17. Acceptance or rejection of applications by the Association is final. Factors will include: relationship of items for sale to the Festival Theme, relationship to the overall variety offered, availability of space, and order of receipt of application and payment.

Thank you for your interest. You can call our office at 780.632.2777 for further information or email: info@pysankafestival.com

July 7, 8, 9, 2023 – 50th Vegreville Ukrainian Pysanka Festival – FREE main gate!

Save the Date!/: 51st Vegreville Ukrainian Pysanka Festival: July 5, 6, 7, 2024

UKRAINIAN PYSANKA FESTIVAL ~ July 7, 8, 9- 2023
FESTIVAL MARKETPLACE BOOTH APPLICATION AND RENTAL CONTRACT

Name of Business (as you would like it to appear on Festival advertising): _____

Contact Person: _____ Position: _____

Mailing Address: _____

Phone Number(s): _____ Email: _____

Website / Facebook / Etsy / Other: _____

DESCRIPTION OF ITEMS TO BE SOLD (This description will be added to our website and program book):

_____ 10' indoor booth @ \$200 for 3 days = _____
 _____ 15' indoor booth @ \$300 for 3 days = _____
 _____ 20' indoor booth @ \$400 for 3 days = _____
 _____ Power to indoor booth @ \$20 for all 3 days = _____
 Yes, I/we need power for _____
 No power required. (be specific, as we want to ensure you have adequate power)
 _____ outdoor RV Unit Booth Space @ \$200 for 3 days* = _____
 _____ outdoor tent @ \$75 FRI; \$125 SAT; \$75 SUN ***MUST SUPPLY own tent*** = _____
 _____ outdoor tent @ \$200 for 3 days ***MUST SUPPLY own tent*** = _____
 my outdoor tent size is: _____ x _____
 _____ Additional Tables @ \$10 per booth/tent = _____
 _____ Additional 3-day vehicle pass (note: 1 complimentary pass is included) \$15 ea x _____ = _____
 _____ I would like a complimentary Zabava ticket (if not checked, you will not receive one)
 _____ I NEED CAMPING! (please fill out attached Camping Registration form)
 _____ I want to advertise! (please fill out attached Program Book Advertising form)

TOTAL.....= _____

MAKE CHEQUE PAYABLE TO: Vegreville Cultural Association \$50 deposit included

NOTE: Any other special requests for consideration: _____

APPLICATION DEADLINE: PLEASE RETURN ASAP FOR IMMEDIATE PROCESSING
\$50 deposit to accompany application; full payment to be received no later than APRIL 15, 2023
 Space consideration will be on a first come basis until space is no longer available.

No refunds will be issued after confirmation of booking by an agent of Vegreville Cultural Association.
 Your Vendor pass package will be available at the Festival Office when you arrive.
 I have read and hereby agree to abide by the FESTIVAL MARKET CONTRACT PROVISIONS
 as outlined in the document describing same.

Print Name: _____ Signature: _____ Date: _____

<u>Office Use</u>
Date Rec'd: _____
Booth #(s): _____
Booth Size: _____
Power Req'd: YES NO
of Addn'l Tables _____
RV Stall # _____
<input type="checkbox"/> Dep. Rec'd
Date: _____

FESTIVAL GROUNDS RV/TRAILER/TENTING REGISTRATION

Priority given to reservations for 2 or more days for powered stalls.

Power Stalls stalls along the WEST FENCE are 15 feet wide for units up to 27 feet in length. You have a choice of **15 AMP service for \$30 per day** or **30 AMP service for \$35 per day**.

There are ten (10) 30 AMP stalls directly south of the washrooms for units of any length and ten (10) 15 AMP stalls east of the Exhibit Hall for units of any length.

Non Power Stalls will be **\$25** per day, which has unlimited space (Ideal for Groups)

Tenting Regulations are as follows:

- i. Family Tenting will be allowed on sites in the grounds property upon request
- ii. Youth Tenting will be allowed ONLY in "TENT CITY" directly SE of the east Vehicle Gate. (This will be strictly enforced)
- iii. Tenting Space charge is **\$25** dollars for the weekend
- iv. **NO REFUNDS for early departures**

All venues (except Grandstand Shows and Evening Dances) will be FREE to the public.

Camping, Tenting &/or Vehicle Permits are required for all individuals staying in any stall, RV, or Tent for each day of stay.

Arrivals prior to Friday will pick up their packages at the Cultural Centre Office.

Please complete and return the bottom portion of this letter to the address above for your reservation needs along with payment.

✂-----

NAME: _____

Mailing Address: _____ PC: _____

Cell Phone: _____ Email: _____

RV: Length of Unit: _____ No Power OR **POWER:** 15 AMP* 30 AMP Stall #: _____ (Office Use)

*Air-conditioning use is not permitted with 15 AMP

Arrival Date: _____ Departure Date: _____

** Departures after 10:00 AM are considered an additional day for billing purposes

RV Camping **30 AMP:** ___ days @ RATE of \$35 per day** = \$ _____

RV Camping **15 AMP:** ___ days @ RATE of \$30 per day** = \$ _____

RV Camping **No Power:** ___ days @ RATE of \$25 per day** = \$ _____

Tenting **Tenting:** ___ days @ RATE of \$25 for the weekend = \$ _____

PLUS:..... **Vehicle Pass for Tent City:** ___ @ RATE of \$10 per vehicle for the weekend** = \$ _____

** Departures after 10:00 AM are considered an additional day for billing purposes

TICKETS for GRANDSTAND SHOWS: (Grandstand admission for children 12 & under is FREE.)

Friday 7:00 PM Evening Grandstand__ @\$25 each Age 13-17 __ @\$35 each Age 18and over=\$ _____

Saturday 2:00 PM Afternoon Grandstand. __ @\$25 each Age 13-17 __ @\$35 each Age 18and over..... =\$ _____

Saturday 7:00 PM Evening Grandstand__ @\$25 each Age 13-17 __ @\$35 each Age 18and over =\$ _____

Sunday 2:00 PM Afternoon Grandstand__ @\$25 each Age 13-17 __ @\$35 each Age 18and over..... =\$ _____

.....**Total Payment Enclosed** =\$ _____

SIGNATURE: _____ DATE: _____

AN INVITATION to be part of our mailing list!

Receive up to date information about the Festival

YES NO

CAMPGROUND ETIQUETTE

These rules are guidelines for you and your neighbours to help make your stay as pleasurable as we can.

1. Parents or guardians are responsible for children at all times.
2. Maximum speed in camping areas is 15 km per hour.
3. No vehicle washing is permitted.
4. Pets must be on leash while out from their homes on wheels.
5. Quiet Hours 11:00 pm-7:30 am
6. **No open fires are permitted on the grounds.**
7. BBQ Coals must be burnt completely or water doused before putting into garbage.
8. Garbage should be placed in a plastic bag and disposed of into garbage barrels or dumpster.
9. Please park in areas designated by the parking attendant in proper rows so as to allow for traffic flow and **FIRE LANES** for your own protection in case of an emergency.

The Vegreville Cultural Association does not bear any responsibility whatsoever for any loss or damage to the property or any injury to persons during your stay.

**Thank you for your cooperation.
Please enjoy your stay at the 50th Annual Pysanka Festival!**