



Regina International Film Festival and Awards Foundation
 And TotallyTess present: **RIFFA Indoor Market** Cornwall Center August 2023
August 2: 10am to 6pm **August 3:** 10am to 7pm **August 4:** 10 am to 7pm
 \$157.50 includes GST for an 8-foot table space Vendors to supply their own tables/chairs
 Each vendor will be provided ONE parking space in the parkade for all three days free of charge
 Payment can be made in two installments, \$75 due upon booking, balance due by July 26, 2023

Name: _____
 Address: _____
 Cellular: _____
 Email: _____

Name of your business: _____

Type of business or services/treatments you wish to provide:

Please identify if you will be having samples of any kind at your table:

- Indoor spaces are limited and a deposit is required to hold your spot.
- Set up starts 0800 hours on each morning. Vendors will be advised of where and how to unload
- There can be NO leaving early, we must be set up during the time the mail is open and your items cannot be left unattended
- Cheques to be made **payable to TotallyTess** or funds can be sent by email money transfer to **tess.boehm@sasktel.net**
- Scan and attach (not embed) paperwork in an email OR mail completed registration form, contract and payment to:
RIFFA INDOOR #717 – 2001 Cornwall Street, Regina SK S4P 3X9. Do not send via facebook * Do not send payment until you have been advised your application is approved.
- Questions? Call Tess at 529-2850 (after 5pm) or email to tess.boehm@sasktel.net

RIFFA Vendors Market Contract

Thank you for your interest in the Regina International Film Festival and Awards Foundation (RIFFA) Vendors Market. If you have any general questions or comments about the market, please email the Market Manager, tess.boehm@sasktel.net

Terms of Service: This agreement is between your organization or the organization you represent (hereinafter referred to as the "Organization") and the Regina International Film Festival and Awards Foundation (RIFFA). I have read and understood the Regina International Film Festival agreement and will contact the Market Manager as needed. This agreement will take effect from the day that the form is submitted and signed to December 31st of the same calendar year. All funds transferred for vendor space will not be returned or reimbursed under any circumstances. Should there be extenuating circumstances; the Market Manager will provide any final decisions after consultation with the Foundation. Market fees are due upon acceptance into the Market.

Once you have received approval, information on your location or participation at one of the site locations, drop off locations and parking will be provided prior to the event. All vendors will be invited to join a vendor's only Facebook group where information will be posted for all vendors to have access to.

The Foundation may revoke any permit or permission granted to the Organization to use and occupy any space at any time with or without cause. In such cases, an effort will be made to notify the Organization within a reasonable time. If the Licensee's permit or permission to use and occupy the location is cancelled, the Organization will have no claim or right to damages, or reimbursement on account of any loss, damage, or expense whatsoever. The Organization is responsible for the conduct and supervision of all persons using the area during the dates and times as authorized by the Foundation.

The Organization hereby agrees to save harmless and indemnify the Foundation and TotallyTess against any and all claims, liabilities, demands, damages or rights or causes of action whatever, made or asserted by anyone arising out of or incidental to the application or to the use and occupancy of the permitted premises. The Organization should purchase insurance to protect against any risks that are associated with the Organization's activity. The Organization should see an insurance broker to discuss these insurance needs. In the event of damage caused to any of the Foundation property or assets, the Foundation may seek to recover those damages from the Organization. The Foundation is not responsible for any losses the Organization causes. The Foundation does not accept any responsibility whatsoever for any losses, property damage or injury that may result from the Organization's activity. The Foundation is not responsible for the loss or theft of the Organization's property, or the property of anyone attending on the invitation of the Organization. The Organization is responsible for all damage to facilities, equipment or furnishings, however caused, arising out of or during the use of the facilities.

The Foundation reserves the right to evict any individuals who are not acting in the best interests of the Regina International Film Festival Market or who display inappropriate behavior. The Organization is subject to any provisions set out in any additional licensing or lease agreements that the Organization has entered into with the Foundation. The Organization understands the legislative requirements that relate to the activities and program being conducted and therefore is responsible for ensuring that these activities and the participants in them will comply with the requirements of any applicable federal or provincial legislation. The facility or open space is to be used only on the date(s) and hour(s) shown and for the purpose authorized by the Foundation. The Organization is prohibited from selling any goods or services in the Market, except as covered by written agreement with the Foundation and included in the application form.

The Organization is prohibited from having any alcoholic beverages on the festival grounds, and that smoking must only take place in the approved areas. The Organization is responsible for set up, removal and clean up of their assigned location at the end of the Festival. The Organization acknowledges that the Foundation is not providing any security services and that it is the obligation of the Organization, at its own expense, and to make arrangements for security services if such services will be required.

The Organization is solely responsible for payment of any applicable license fees to the City of Regina. The Organization may not place any advertisement, notice, picture or decoration in the open space without the prior written consent of the Foundation. TotallyTess Tradeshows and Events, the Regina International Film Festival Foundation, their directors, staff and volunteers will not be held liable for any act out of their control, including but not restricted to, weather, lack of participants, advertising goals not achieved, mistakes of logo printing, By signing, I agree to the terms of service and I have all the necessary authorities, permissions and approvals to submit this application on behalf of myself and the Organization.

I understand, and agree to the terms of this contract. **Legislation: By signing this, vendors agree to follow all SHA regulations that are in place at the time of the event.**

Signature of Primary Contact

Date