

# Canada Day

**CELEBRATE CANADA DAY – KELOWNA**

## Community Showcase Application 2024

This one-day community celebration provides a variety of activities for people of all ages and interests. Through the “Community Showcase”, Festivals Kelowna provides booth space for local, non-profit and charitable groups to profile and promote the good work they do for our community to more than 55,000 patrons at our annual Celebrate Canada Day-Kelowna celebrations in Waterfront Park. The festival is open to the public from 11:00 a.m. to 10:30 p.m., while the “Community Showcase” is open from 11:00 a.m. to 4:00 p.m.

Organization name: \_\_\_\_\_ Main contact: \_\_\_\_\_

City: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

“day of” contact: \_\_\_\_\_ Phone: \_\_\_\_\_

### Activity/display description:


### Application Process:

- A 10x10 booth space is available for \$45.00 +GST (\$47.25) to non-profit, community, and charitable organizations. Space is provided on a “first-come, first-served basis” until all space is allocated as determined by Festivals Kelowna staff.
- Please complete and submit this application via email. Applications are accepted on an ongoing basis until all spaces are allocated
- Cash, cheques, or e-transfers are accepted. Please make cheques payable to **Festivals Kelowna**. *IMPORTANT NOTE:* please type in subject line “Community Showcase payment”. E-transfers require you to have a security question and answer so please use question “What event is this for?” and answer “Canadaday”.
- Application deadline is Friday, June 23<sup>rd</sup>, pending space still available. Please note that payment must be cash or etransfer if received after June 16<sup>th</sup>
- Applicants are selected and approved with the goal to create of a diverse mix of activities for our patrons

### General Information

- **Hours** - Celebrate Canada Day-Kelowna is open to the public from 11:00 a.m. to 10:30 p.m. The “Community Showcase” area is open from 11:00 a.m. to 4:00 p.m. Located at the front of the festival site, the event welcomes more than 30,000 people during this time.
- **Equipment** - Participants are required to supply their own equipment, although Festivals Kelowna staff are happy to provide assistance with suggesting suppliers (i.e. chairs and tables, tents)
- **Marketing materials** - In return for your participation, you are welcome to distribute information and provide marketing materials to patrons but are not permitted to sell or fundraise.
- **Power** - there is very limited power onsite and is prioritized for our stages. As such, we cannot provide power for your booth.
- **Load-in:**
  - All participants can load-in via Water Street between 8:00 am and 10:30 am and must be ready to receive patrons by 11am.
  - Vehicles cannot be driven onto the Rhapsody Plaza for load in or load out. All equipment must be carried or hand carted into the park. If special help is required, Festivals Kelowna staff can assist participants as long as *prior arrangements* have been made with organizers.



**Participant Set-up info:**

1. Did you participate in previous year's Celebrate Canada Day-Kelowna? Yes \_\_\_\_ No \_\_\_\_
2. Size of space needed (feet): Length: \_\_\_\_ Width: \_\_\_\_
3. How many tents will you bring: \_\_\_\_\_ size of tents: \_\_\_\_\_ (note: they will need to be weighed down)
4. Special load-in requirements (i.e., vehicle access, transport of heavy equipment):

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**Important Reminders:**

- Participants are limited to providing information or conducting a free activity. The "Community Showcase" is not intended to be a vendor area. Participants not respecting this request will be not be invited to future festivals.
- Participants must be set-up and in place for 11:00 a.m. and must staff their booth during the "Community Showcase" open hours of 11:00 to 4:00
- All structures (tents) must be weighed down using sand bags, weights, water jugs, etc. **Staking or attaching to trees is not permitted.**
- Participants are responsible for cleaning up their booth area after tear-down and taking away any garbage their booth generates
- It is understood that this is an outdoor festival and that the event will proceed in all weather conditions. As such, Participants should be prepared to protect their booth and contents from all weather conditions.
- Participants agree that they are solely responsible for their booth and its contents, and will not hold Festivals Kelowna, its agents or affiliates, responsible for any theft, damage, or vandalism. They also agree to provide their own insurance and hold harmless Festivals Kelowna, its agents or affiliates, for any injuries caused by the Participant(s), as acknowledged and signed below.

**I agree to abide by the conditions as described above:**

**Name (please print):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For further information please contact:**

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