Vancouver Cherry Blossom Festival

Vancouver Cherry Blossom Festival 2027

2027 Vendor Terms & Conditions

1. Vendor Categories & Event Dates

VCBF reserves the right to determine the applicable rate category of the vendor for the purpose of determining fees. The rate categories are:

- Artisans: An individual who creates 100% (or near to) of their art that they would like to sell or book commissions for.
- Community groups: Non-profits, registered charities etc.
- Small retail sellers (for-profit companies with 10 employees or less)
- Large retail sellers, corporations or Public Service: For-profit company, business, corporation, subsidiary, franchise, public service organizations, school districts with over 10 employees
- Food trucks / carts: Any type of food service
- Corporate Vendors

Events:

- **Blossoms After Dark**: Friday March 26th, and Saturday March 27th, 2027 from 6:30 pm–10:00 pm
- **The Big Picnic**: Saturday March 27th, and Sunday March 28th, from 11:00am-5:30pm.

Vendors may apply for one or multiple events. VCBF reserves the right to select vendors that align with VCBF values and complement the event. VCBF may adjust the dates or times of the event with appropriate notice.

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2. Applications & Deadlines

- **Early Bird Deadline**: December 15, 2026 (11:59 pm PT)
- **Applications Closed**: January 15, 2027 (11:59 pm PT)
- **All Vendor booth payments due:** Within 30 days of invoicing, or by February 28th, 2027 (whichever occurs first).

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If invoice is not paid by the deadline, VCBF reserves the right to cancel the Vendor Booth.

Applications are reviewed and approved on a rolling basis, until all vendor placement spots are filled at each event.

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3. Vendor Acceptance, Rates and Payment

A. Allocation of vendor space will be determined by the VCBF after reviewing complete applications for their appropriateness to the event.
B. The vendor will be notified by email if their application is successful, waitlisted, or not successful.
C. Accepted vendors will be emailed a vendor package which will include arrival times, schedule, and space assignment for the event, this will be emailed a minimum of 1-week out to the event date.
D. Vendor fees vary by category and event, based on 2027 Rate Card.
E. Upon acceptance, VCBF will issue an invoice for full payment. Full payment must be made within thirty days of the invoice date, or by February 28, 2027 (whichever comes first). Failure to do so may result in the application being subject to rate period changes, or cancellation of the booking at the discretion of VCBF.
F. Returned cheques and refused payments will be charged processing fees and an NSF fee of $50.00.
G. Corporate sponsors should refer to their Letter of Agreement for payment terms and deadlines.
H. VCBF reserves the right to make the final determination of vendor space assignment.
I. **FOOD VENDORS:** Will be invoiced a deposit amount (see rate card) prior to the first event, and invoiced for a percentage of their total sales within 15 days after the last event.

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4. Event Site Requirements

A. Vendors must arrive on time for their scheduled set-up time, and be completely ready by the event start time.

B. Vendors must stay for the fully scheduled event hours, and cannot begin to tear-down or load out until the event end time.
C. Vendors are personally responsible for their equipment, displays, and clean-up of their vendor space.
D. Vendors must sign out with a VCBF representative and have a site inspection before leaving the event. Vendors must take all of their garbage and recycling with them. If the vendor does not pass the site inspection, they will be asked to make the required changes to pass. If the vendor does not comply they may be fined a $100 environmental fee, or the cost of replacing damaged or missing equipment.
E. Booth space does not automatically include equipment, power, water, plumbing or parking, unless agreed upon in writing.
    a. VCBF takes no responsibility for any fines or removed vehicles.
    b. Food and personal care vendors who require hand washing and power in order to meet Vancouver Coastal Health requirements are responsible for supplying their own facilities.
    c. Vendors can bring their own tent, table and chairs, or rent from VCBF's supplier at the time of application.
    d. Tent, table and chair rental requests must be made at least 30 days in advance of events. Rental equipment is available while quantities last.
    e. VCBF does not provide lighting. Vendors must provide their own generator or power source unless otherwise agreed upon in writing by VCBF.
    f. Plumbing and waste removal services are not provided by VCBF.
F. It is the vendor's responsibility to ensure tents, carts, stalls, stands, and signs are adequately weighted and secured. NO STAKING TENTS ALLOWED.
G. Business must be conducted within the assigned booth space unless written approval for alternatives is given by the VCBF. (ie. roving around the event site to hand out materials)
H. The vendor will staff their booth at all times during the event.

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5. Vendor Standards

A. Booth vendor spaces are 10 feet x 10 feet, or 10 feet x 20 feet. VCBF will make the final decision of how large the booth space is able to be prior to invoicing.
B. A vendor's booth activities, messaging and products are restricted to those approved by VCBF at the time of application

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C. Attention-arousing devices such as noise-makers, flashing lights, movies, music, broadcasting, screens, inflatable equipment, contests, games, bubble machines, etc. must be included in the vendor application and approved during the application process.
D. Renting equipment through VCBF: The vendor will make all reasonable efforts to protect equipment rented by VCBF. Full payment of third-party fees for damaged or lost equipment will be the responsibility of the vendor. Vendors should notify VCBF of any damage or missing equipment upon arrival at the event.
E. Promotions and competitions conducted by Vendors must be free of any obligation on the part of the entrants or winner. Prize winners must not be required to place an order, nor pay a fee before collecting the prize offered. Personal information collected, retained, and/or used must comply with the Personal Information Act (PIPA).
F. Vendors must pack up their booths at the designated closing time, and are not permitted to sell products after this. Vendors who do not comply with this may be issued a fine of $100 every 30 minutes or part thereof.

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6. Priority Considerations

- VCBF reserves the right to select vendors that best align with the festival's cultural and artistic mandate.
- Applications featuring cherry-blossom-themed goods, art, light up products, or engaging installations are highly encouraged.

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7. Insurance & Permits

A. The vendor assumes all responsibility for their property, including any loss, theft, or damage to displays, equipment and other property while on the premises of the event.
B. All property will remain under the control of the vendor in transit to and from the event venue, and within the event venue.
C. The vendor must obtain and provide to VCBF a copy of a Certificate of Insurance (COI) stating a minimum $2 Million General Liability coverage against third party claims for bodily injury, death, and property damage. The COI must include an additional insured endorsement naming the City of

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Vancouver, Vancouver Board of Parks and Recreation and Vancouver Cherry Blossom Festival, their respective employees, officers, agents and volunteers as “Additional Insured” with respect to liability arising out of the activities conducted by or on behalf of the named insured. For more information, please visit City of Vancouver insurance requirement

D. Food vendors must comply with local health authority guidelines, including licensing and food safe certifications.
E. **FOOD VENDORS APPLYING FOR A TEMPORARY FOOD SERVICE PERMIT:** Based on Vancouver Coastal Health guidelines, all food items must be prepared in a commercial kitchen. Home prepared foods are not permitted.
F. Vendors engaged in personal care activities, such as but not limited to face painting, henna, body art, massage, and other therapies, must meet requirements set by Vancouver Coastal Health.
G. Copies of insurance and permits must be submitted by March 1, 2027.

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7. Code of Conduct

A. Vendors must maintain a respectful, family-friendly booth at all times
B. Illegal or culturally insensitive products and behaviors are prohibited
C. Vendors are encouraged to reduce waste—avoid single-use plastics and use compostable or recyclable packaging where possible
D. Vendors may not directly or indirectly discriminate against or exclude festival attendees.
E. Vendors must at all times treat volunteers, staff, and agents of VCBF with respect. Harassment, bullying, explicit language, and violence will not be tolerated and such behaviours will result in immediate cancellation of the booking without refund.
F. Failure to comply may result in removal from the event without a refund.

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8. Promotion, Media and Consent to Contact

A. VCBF may promote your participation via official website, social media, press, and signage
B. Vendors grant permission to VCBF to use booth images for marketing purposes

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C. Vendors consent to VCBF contacting them via email or telephone for up to two years regarding advertising opportunities and/or vending opportunities similar or related to the original application. The vendor can be removed upon their request at any time with reasonable notice.

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9. Cancellation Policy

A. Vendor cancellations before February 15, 2027: **50% refund**
B. Cancellations after February 15, 2027: **No Refunds**
C. For weather or emergency-based cancellations by VCBF, refunds may be issued at VCBF's discretion or credits offered for future events
D. VCBF reserves the right to cancel applications at any time.

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10. Liability & Indemnity

A. Vendors operate at their own risk
B. VCBF and Vancouver Cherry Blossom Festival Society assume no liability for loss, theft, or damage
C. Vendors indemnify VCBF from any claims related to their participation

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11. Event Changes & Force Majeure

A. VCBF reserves the right to change event dates, times, locations, or event format
In cases of force majeure (e.g., severe weather, public health emergencies), VCBF may cancel or reschedule. Affected vendors will be notified, and refunds or credits may be issued.

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12. Changes to Information

Please notify vendors@vcbf.ca of any changes to your contact info, products, or setup requirements as soon as possible.

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13. Questions & Contact

For more information, contact: **vendors@vcbf.ca**

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14. Acknowledgment & Agreement

By submitting your application and payment, you agree to the above Terms & Conditions in full. VCBF reserves full discretion to accept or decline any vendor application in alignment with festival objectives.