

# Growing Green!

## Festival Information & Guidelines 2011

### Food, Product & Service Vendors



#### **Bridgewater is Growing Green!**

The Festival is organized and funded by the Town of Bridgewater as part of its efforts to provide education to the broader community on the topic of sustainability. It ties in with Bridgewater's Integrated Community Sustainability Plan – a long-term vision for how all people in our community can live within the Earth's means, while meeting their basic needs. The Festival is organized by a team of community volunteers working together with Town Council and staff to create a successful event.

***Mission:**The Growing Green! Festival is Bridgewater's way of expressing its pride in becoming a sustainable community. Through it, our community engages itself in deliberate small and large acts of vision and daring to improve our home town, build our sense of community, and celebrate the simple things we can all do to make a difference. We do so by creating an environment that explodes in a colorful and fun mosaic highlighting the unique individual passions, talents, and efforts of our local people, businesses and organizations. The Festival plants positive ideas... in order to harvest a sustainable future.*

The Festival organizers hold the following "core values":

- Green
- Inclusive
- Interactive
- Educational
- Fun
- Healthy
- Local
- Shared effort
- Inspiring

We encourage all participating groups, businesses, and individuals to share in these values, and help us create a positive event that lives up to them.

#### **Festival Details**

Date & time: Saturday July 23<sup>rd</sup> from 8:30 a.m. to 12:30 p.m.

Location: King Street in Bridgewater, between Empire St. and Dominion St. That section of the street will be closed to vehicular traffic from 7:00 a.m. to 2:30 p.m. There will also be a Sustainability Art Display at the Bridgewater Library (547 King St), a short walk down the street.

#### **Contact Information for Vendors**

Vendor Coordinator:

Lindsey Sarty

Email & Telephone:

linz\_8@hotmail.ca / 212-1476

Festival Website:

[www.growinggreenfest.com](http://www.growinggreenfest.com)

## Sustainability Guidelines

The Growing Green Festival is about learning to live within the Earth's means, while celebrating our community and meeting our basic needs. The Festival will embody this spirit wherever possible, both through organization of the event, as well as through the specific workshops, products, and activities that are offered during the day by participating groups and businesses. We encourage all participants to carefully consider the following list of guidelines, and to plan their involvement in a way that meets them as much as possible:

Topic	Good practice	Better practice
Waste	Produce very little waste. Any waste can be properly recycled or composted. No hazardous materials.	Produce no waste at all
Energy	Use much less energy (fuel, electricity) compared to usual products or practices	Use no energy at all, or use only renewably generated power (wind / solar, etc)
Transportation	Use very little transportation, and don't truck things in from thousands of kilometers away. Use energy efficient transportation where possible	Require no motorized transportation at all. Promote "active transportation" (walking / cycling)
Chemicals	Minimize use of hazardous or toxic chemicals, replace them with environmentally friendly or non-toxic, naturally based products	Use no hazardous or toxic chemicals. Products produced through manufacturing processes are certified environmentally responsible by a reputable third party.
Materials	Make little use of natural resources (mined materials, harvested lumber, fish and other wildlife) that cause significant damage to the environment. Use recycled materials.	Use no raw natural resources at all, or use only those produced using sustainable harvesting practices. Larger sustainable operations are certified environmentally responsible by a reputable third party.
Food	Grown & harvested using more environmentally friendly practices. Not trucked in from thousands of kilometers away.	Grown locally using only sustainable practices. Larger sustainable operations are certified by a reputable third party. Little or no packaging.

### In addition, good sustainable practices:

- ✓ Are healthy and safe, and promote people's overall physical and mental wellbeing
- ✓ Help other people in our community meet their basic needs too (eg. building skills & capacity, fair labour standards, reduce poverty, etc)
- ✓ Improve relationships and cooperation between people, and increase our sense of community
- ✓ Support the local economy
- ✓ Increase our ability to be self-sufficient
- ✓ Improve the places where we live (eg. making them safer, beautiful, and more accessible)

All participating groups and individuals are requested to put in their best effort to live by these guidelines during the Festival. We will also be encouraging people to walk to and from the Festival, bring their own reusable coffee mugs, refill their water bottles using safe and affordable municipal water, and do other simple things to enjoy our downtown while leaving a light “environmental footprint”.

Participating groups are also encouraged to interact with Festival visitors in a way that educates and engages people in thinking about sustainability. Please consider explaining how what you are selling, offering, or teaching can make people’s lives more sustainable, or improve our environment or our community.

For those selling products or services, please consider carefully what educational value your business may add to the festival, and please focus on your services & products that are genuinely “sustainable”. If you would like to sell or promote “local” products, we ask that they are also produced in a more environmentally friendly way. The Festival organizers will advise interested participants if their contributions are generally in line with these expectations, but will not micro-manage your participation. Please use common sense and the honor system when doing business at the Festival.

## Participating in the Growing Green Festival

The Growing Green! Fest is seeking local businesses to sell “sustainable” food, products & services to festival visitors during the day of the event. Regardless of the type of product or service, vendors are requested to only sell or promote products which are in line with our “Sustainability Guidelines”. As the Festival is an educational event that promotes sustainability, the Festival organizers reserve the right to accept or reject any vendor on the grounds of the products or services they plan to sell.

All vendors will have access to a 10x10 ft. space somewhere on the Festival grounds, as determined by the Festival organizers. Additional display space may be available in 10x10 ft increments - please discuss your needs with the Festival organizers if you need more space. Important information:

- **There is no cost (\$0) for taking part as a vendor.**
- **We will provide a table & chairs for your comfort. You are encouraged to provide your own shelter (tent) and other items you will need to be comfortable during the day. If you need support locating a portable shelter or other materials, please let us know and we’ll do our best to assist you.**
- **Food vendors must arrange their own food handling permit for this event through the local Food Inspector. Contact Allan McMullin at 634-7544 to arrange a food permit, and our Vendor Coordinator can send you a copy of the application form.**
- **All vendors will have their name displayed on the Growing Green Festival website, along with a short write-up, which can be linked to your own website.**



The Festival has room for approximately 20-30 Vendors, though these numbers are subject to change based on the space requirements of interested Vendors, and other site needs. To be eligible for a space, Vendors must submit a completed Registration Form and Liability Agreement (pages 5 and 6) to the Festival organizers by no later than **Tuesday June 28, 2011**.

## Becoming a Festival Sponsor

As a non-profit event with limited funding, the Growing Green Festival cannot continue to operate without the generous financial and in-kind donations of our Festival Sponsors. In order to help cover part of our Festival costs, all vendors are encouraged to consider becoming Festival Sponsors by donating \$50 (or more) to the Growing Green! Festival, or assisting with much-needed in-kind support (supplies, items, prizes, etc). All financial Sponsors receive the equivalent of a charitable receipt for income tax purposes. Please let us know if you would like to consider becoming a Sponsor, and we will send you more information on how to do so.

## Zero Waste Policy

The Growing Green! Fest strives every year to be a “low-waste” or “zero waste” event. This means that the Festival organizers, and all participating groups and businesses, commit to producing as little waste as possible. Waste sorting stations will be placed at several locations across the festival grounds, and we will have waste sorting educators at the event. We ask all participating groups to follow proper waste sorting practices, and help community members learn to deal with waste appropriately.

**Plates, cups & cutlery:** if you are selling food, please consider ways to reduce the amounts of plates and utensils that will be necessary to feed people. Can your meal be offered without a plate or fork? Even if some plates or utensils are necessary, **styrofoam or plastic (including “biodegradable plastic”) will not be allowed** as these products are not recyclable in our current waste management system and cause significant disposal problems. Instead, all materials must be made of compostable paper, boxboard, cardboard or wood that do not contain plastic liners. If you cannot supply these materials yourself, Festival organizers will make available a limited quantity of compostable cups, plates, and utensils. These need to be reserved well ahead of time. Please contact the Vendor Coordinator if you wish to request compostable items.

**Discount Policy on Reusable Containers:** if you are selling food / drink items that require a plate / mug / cup to consume, the Festival organizers would like you to participate in a Festival-wide policy to offer a small discount on your consumable product if the buyer brings their own re-usable mug or plate. The exact discount is left up to individual food vendors to decide on, but either a few cents off the usual purchase price, or a slightly larger serving (etc.) is considered an appropriate discount.

## Electricity and Other Site Needs

**Electricity:** electrical outlet and load capacities are very limited at the Festival location. However, a limited number of spaces are being made accessible to power sources. Vendors, Information Kiosks and Green Living Skills groups are requested to keep their power needs to an absolute minimum, and work without power as much as possible. If you would still like to have access to power, please inform the Festival organizers as soon as possible to reserve a powered location. No power load may exceed 15 amperes (approx. 1500 watts).

**Toilets & sanitation:** several “portapotties”, including at least one that is wheelchair accessible, will be available on the street during the day of the event. We will provide hand sanitizer at various locations.

**Other requirements:** If you have special site needs such as wheelchair accessibility, water or other services, please contact the Festival organizers as soon as possible to discuss your needs. We would like to help all participating groups meet their needs and make the Growing Green! Festival a success for everyone.

## Liability & Insurance

All participating vendors are required sign a Liability Agreement with the Town of Bridgewater. This agreement confirms that the participating business, group, or individual will not hold the Town of Bridgewater liable for damages or claims resulting from the use of the space during the day of the Festival. Liability Agreements must be submitted together with your Registration Form.

# Bridgewater Going Green! Festival 2011

## Vendor Registration Form

Name of Business / Group (if applicable) \_\_\_\_\_

Contact Person & Title \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Please Describe What You Plan to Sell: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How Do These Products or Services Relate to Sustainability? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Any Special Needs? (e.g. power; extra space; compostable plates / cutlery; etc): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand and agree that: (please check all boxes)

- This is a “green” event and I will do my best to have a low environmental impact on the day of the Festival, by adhering to the “Sustainability Guidelines” and “Zero Waste” policy
- The Festival runs from 8:30 a.m. to 12:30 p.m. and I will be on site from \_\_\_\_\_ to \_\_\_\_\_
- I am encouraged to supply any necessary tent(s) for my booth, and anything else I need for comfort
- I understand that I need to arrange my own food permit through the Food Inspector. (Food vendors only)
- I (or a representative of my group) have signed the Liability Agreement

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# Bridgewater Growing Green! Festival 2011

## LIABILITY AGREEMENT

Between the Town of Bridgewater (hereinafter referred to as the "Town") and

\_\_\_\_\_ (hereinafter referred to as the "Participant").  
(name)

WHEREAS the Town of Bridgewater (hereinafter referred to as the "Town") is sponsoring the "Growing Green! Bridgewater Sustainability Festival" to encourage the development of skills, interests, and activities related to sustainability on the South Shore.

AND WHEREAS the Town has agreed to host the event on the King Street right-of-way between the intersection of King St and Empire St, and King St and Dominion St (the "Premises"), as well as a partner location at the Bridgewater Public Library.

AND WHEREAS the Participant wishes to take part in the Growing Green! Festival as a Vendor, Information Kiosk, Green Living Skills demonstrator, or Performer / Artist, agreed upon with the Town organizers and volunteers.

NOW THEREFORE the parties hereto agree as follows:

- 1) The Participant will arrive at the Premises no earlier than 7:00 a.m. June 23, 2011 and will completely vacate the Premises no later than 2:00 p.m. that same day.
- 2) The Participant will occupy only such portion of the Premises as is deemed necessary by the Town.
- 3) The Participant will at all times follow directions of the Town.
- 4) The Participant shall be responsible to ensure that all activities on the premises are conducted in a safe manner, to provide all necessary safety equipment for both the Participant and spectators, and to ensure that adequate supervision is provided to ensure the safety of those taking part in the activities of the Participant.
- 5) The Participant shall be responsible for all damages occurring to the Premises as a result of the Participant or its representatives' activities thereon.
- 6) The Participant shall indemnify and hold harmless the Town from and against all liability, claims; damages or expenses due to or arising out of the Participant's occupancy of the Premises, and such indemnification shall survive the termination of this lease, anything in this lease to the contrary notwithstanding.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 2011.  
(day) (month)

\_\_\_\_\_  
Participant (Signature)