

Montgomery Arts & Draughts Street Festival

September 17, 2022

***The Montgomery on the Bow BIA is happy to announce our
1st ever Street Festival in 2022!
And we want you to be a part of it!***

Arts & Draughts Festival is a FREE family and pet friendly event that will take place in Montgomery along Bowness Road in between 44 th St. & 47th St. on Saturday, September 17th, 2022 from 10am to 5pm.

There will be a variety of events on two stages at either end with vendors lining the streets between. We have locations for 100 - 10 x 10 tents and pop up trunk vendors. Entertainment will include musicians, magicians, wandering street entertainers, face painting - everything that makes for a great street festival. Here are a few answers to some questions you might have:

Vendor FAQ, Rules & Regulations

What is provided when I rent a booth?

We provide a 10x10-foot space, (cost is based on your type of business).

I don't have a tent...

Don't let that stop you from participating. We have secured a tent rental, with an 8 ft table and 2 chairs for an additional cost of \$180. It also comes with weights to hold in place, **AND** it also includes assembling it and taking it down - so you can just show up with your goods and signage and you are good to go.

Bringing my own tent

All tents must have a CAN/ULC-S109 fire retardancy certificate and be weighted with 25 lbs per leg. The weight must be tied to the frame of the tent - this is required for public safety. If you do not have proper weights we will ask you to take down your tent or you can rent additional weights. Please let us know if you require additional weights.

Can we have multiple tents?

We welcome anyone who wants to have multiple locations or go side by side. We do have a max limit of 4 tents side by side due to street design.

Location, Location, Location

As this is our first year - we will be designing the locations of vendors based on those who sign up. We will stagger them so that there is a variety/mix as attendees walk around. The only area that will be concentrated specifically on one focus is the Kids

Korner - all activities related to this will be at the northeast corner. **By August 15th**, we will send you a map with specified locations. All locations are on Bowness Road - so there aren't any on side alleys or cross streets.

Food Sales

When selling food - you must comply with AHS (Alberta Health Services) and complete a temporary food establishment vendor notification form or have an AHS mobile decal number (CGY-000) If you are giving out samples (my favorite) a special event and trade shows application form must be completed and sent in with your registration form <https://www.albertahealthservices.ca/frm-19882.pdf> via email at montgomerybiaed@gmail.com

Deadline for Calgary Health Region Special Event Food Forms?

Food forms, along with a photocopy of the certificate of completion of the Food Safety course must accompany the registration to complete your registration package. This must be provided to the office no later than **Monday, August 15, 2022** as it is required by Calgary Health Region. (scan or email). A schedule of the special event food safety courses provided by Calgary Region is available. Please visit their website at www.ahs.ca/eph.asp

Power, Water, Generators

We do not provide water or power at this time. If you need to use a generator - inverter generators are the only type permitted. (gas powered)

How do I know if I am considered a personal service vendor?

If you are having direct bodily contact with the general public with your hand or equipment, you apply. This includes airbrush/henna tattoos, massage/chiropractic adjustments, make-up/face painting and hair control. Different sanitation requirements are in effect depending on the service. For more explanation, please refer to the ***Special Events and Trade Shows Personal Services Vendor Package*** at www.ahs.ca/eph.asp

Rain Rain - please stay away?

We are hoping this will be a fantastic warm September Saturday. Rain or Shine - there is a NO Refund Policy once registered. As this is our first year we planned the event so people are back from summer holidays and the weather is still wonderful.

PopUp Trunk - yes - we have space for those too

- Your vehicle must be driven in and use the back/hatchback/trunk as your display area.
- Table in front with a maximum of 4 feet in length to display your products on
- Display space is limited to your table and vehicle trunk area.

All vehicles must be in place prior to 9 am as the roads for “through” traffic close at 9 am sharp. You can arrive as early at 7:30 to set up

Next steps - Securing your place

Fill out the entry form & send in along with payment. We will have social media posts that we would appreciate if you could share to promote your attendance as part of the festival and to also help us promote the event as well!

Payment can be made online or you may mail a cheque.

Post-dated cheque do not secure your registration

Cheques are required to be deposited upon receiving them in order for you to be registered. A \$30.00 fee for NSF cheques will be imposed.

Payment can be made through our website. [Vendor Application | MontgomeryBIA](#)

Please make your cheque out to: “Montgomery on the Bow BIA”

Mail your registration to:

Montgomery on the Bow BIA
4139 Varsity Rd NW
Calgary, AB
T3B 2Y5

An information package will be sent out August 15th. And if we have forgotten anything - please send an email to montgomerybiaed@gmail.com



this is an early poster design - final details to come