

2024 Blueberry Festival Event Registration Form

Events must be registered before June 21st, 2024, to appear in the Schedule of Events.

Please ensure all information submitted in this form is correct. We are not responsible for incorrect information appearing in the Schedule of Events booklet if it was submitted incorrectly. If you need any changes made after you have submitted this form, please contact the Blueberry Festival office.

Event: _____

PLEASE PRINT CLEARLY OR TYPE

Location/Platform: _____ Participant Fee (if applicable): _____

Date of event: _____ Time: _____

Contact: _____ Phone: _____

Mailing Address: _____

Email: _____

Alternate Contact: _____ Phone: _____

Will food be available at your event?

If so, what will be available: _____

➤ **If food is being cooked at your event, you must obtain a SPECIAL OCCASION FOOD PERMIT at least 30 days prior to the event. This permit is free and is available at the Northwestern Health Unit.**

Please indicate any supplies that you may require for your event. **Supplies are not guaranteed.** Minimum chair and table amounts may apply. If supplies cannot be provided, the Blueberry Festival Office will contact you as soon as they can.

of Tables _____

of Chairs _____

of Recycling Bins _____

of Road Barricades _____

Drop off time: _____ Pick up time: _____

Event organizers are responsible for unloading and loading the supplies they need for their event. Event Organizers will be sent a bill for any damage incurred during use.

Event Description:

Please write a **brief** (50 words maximum) event description that you would like to have printed in the Schedule of Events, with any contact information that you would like to have published.

Your event description will appear **EXACTLY** as it is written here. Please ensure that there are no spelling mistakes and that all times, locations, contact information, and event details are correct. Use full sentences. If you have surpassed the 50-word limit, extra information can be posted on our website and Facebook page.

Please email the additional information to us.

(Please include the time, location, and event name/description you would like published. Please also provide a first name and contact phone or email that you would like published.)

Event Description: _____

After you submit your event, the Festival Coordinator may contact you to review.

Event organizers must provide their own liability insurance and are required to submit proof of insurance upon request.

Please contact the Festival Coordinator if you require additional information.

Please send form to:
Sioux Lookout Blueberry Festival & Special Events
P.O. Box 127, Sioux Lookout ON P8T 1A1
P: 807-737-3227 E: festival@blueberrybert.com