

BOOKING REQUEST – THE MEAFORD APPLE



The Meaford Apple – get your products, services, or message in front of your target audience in the heart of Meaford’s historic downtown core!

The primary purpose of the Apple is to serve as a Tourism Information Centre. However, when not required for tourism or by the Meaford Chamber of Commerce, other community groups, businesses, and organizations may apply to rent the Big Apple. With heat, air conditioning, electricity, a service window and over 100 sqft of floor space, the Apple is the perfect pop-up shop 12 months a year.

How It Works

Although the Apple functions as a tourist information kiosk most of the summer, the date that it opens, closes, and the days of the week that it operates as such vary annually, depending on funding levels. Further, to best support the community at large, we give the organizers of major events in downtown Meaford the Right of First Refusal up to three (3) months before their event, after which time it becomes available on a first come, first served basis. If you are looking for one of those dates we will speak to the appropriate authorities before confirming your request, if outside of 3 months. It is therefore advisable to speak to the Chamber office before submitting a written request.

Once you have determined the date(s) that you are looking for, simply fill out the information requested below and email it to admin@meafordchamber.ca. We will get back to you as soon as possible to confirm the details.

Once we approve your request a non-refundable rental deposit of 50% of the total costs must be received by the MCOC to secure the reservation. The outstanding balance must be received in full before you occupy the Apple.

We understand that not all days and seasons are equally valuable. For high demand dates the Meaford Chamber of Commerce reserves the right to manage reservation requests using criteria other than first come, first served, with a view to allowing equitable access.

Fees. A nominal booking fee is required to use the Big Apple, to cover administrative and incremental maintenance costs. These fees (exclusive of HST) are:

- MCOC community groups, for non-commercial purposes: \$50 the first day, \$25/day thereafter;
- MCOC member businesses and groups for primarily commercial purposes: \$100/day; and
- Non-members: \$125/day.

Insurance. Occupancy of the Big Apple requires proof of two million dollar liability insurance, with the Meaford Chamber of Commerce listed as co-insured (13 Nelson St W, Meaford, ON, N4L 1N1). A certificate of proof of

1/3 Complete this application and submit it to admin@meafordchamber.ca. If you have questions, call (519) 538-1640.

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insurance needs to be provided to the MCOC before occupying the Big Apple. DUUO is one possible provider of event insurance.

Permits. Apple renters are required to secure all necessary permits such as Public Health (Food) and/or Municipal (Hawking, Vending, etc) before occupying the Apple. The Apple cannot be used as lodgings.

Cleanliness and Maintenance. Renters will be responsible to return the Big Apple in the same state of repair and cleanliness as it was received. Renters will be responsible for all damage incurred while in their possession.

Key. One door key will be provided during the rental period. Lost keys will incur a \$40 fee to replace the door lock.

Signage, equipment, and fixtures. MCOC staff are not available to set up or tear down any tables, equipment, or signage. Users must provide any consumables or items that they will need. External banners can be a maximum size of 6 feet long and 2 feet high. Banners attached to the Apple must be installed by Chamber representatives only; no holes or markings may be made on the outside of the Apple.

Important. As the Apple is a community resource managed by the Meaford Chamber of Commerce and located on Municipal property, the purposes for which the Apple is used must meet certain community standards. It may not be used to sell tobacco, marijuana, vaping products, or alcohol, support or promote politicians or political groups, promote social, political, or community divisiveness, promote a particular religion, marginalize or disparage any segment of society based on race, age, gender, religion, etc, or reflect poorly on the Meaford Chamber of Commerce or the community. The Meaford Chamber of Commerce will be the final authority on determining limitations or restrictions. Failure to fully disclose the intended purpose of the use of the Apple, or any infraction of these restrictions, may result in the immediate termination of the Use Agreement, without refund. Religious groups working for non-theological causes (fund raising for a new church roof, food drives, etc) are permitted.

Requesting Agency / Business

Name of Requester

Mailing Address

Street No, Apt	Town / City	Province	Postal Code
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