



2024 FOOD VENDOR PACKAGE

Thank you for your interest in being a food vendor at the Markham Canada Day Celebrations.

Festival Details

Location: Markham Centre, 169 Enterprise Blvd, Markham

Date: Monday, July 1st, 2024

Schedule: Load-in and set-up: 12:00 p.m.
Operation time: 3:00 p.m. to 10:30 p.m.
Tear down and clean up: 10:30 p.m. to 11:30 p.m.

The festival aims to feature food vendors that offer:

- Kid-friendly meal items and portions.
- Healthy meal items and alternatives.
- Compostable packaging and avoidance of single use condiments packets.

Vendor Fee: \$ 400 (HST included)

Submission Deadline: June 3rd, 2024

Provisions

- Access to amenities including: water, grease and grey water disposal, are **not provided** or available. Every food vendor must bring (and remove post event) all necessary amenities with them.
- No electrical will be provided. Vendor is allowed to bring power generators.
- Disposable plastic is not permitted at this event.
- The use/provision of balloons, plastic straws, plastic cups, plastic utensils, is not permitted at this event.
- The City is committed to a zero waste policy. Therefore, we ask all vendors to ensure that all plates, cups, knives, forks and any other relevant supplies be made of biodegradable or compostable material. NO Styrofoam plates or non-compostable plastics will be allowed.
- Applications will be reviewed and vendors will be confirmed on a first-come, first-served basis.



APPLICATION FORM

Applicant (individual or organization): _____

Contact Name: _____ Email: _____

Daytime Phone: _____ Evening Phone: _____

Website (if applicable): _____

Social Media Accounts (if applicable): Facebook: _____

Twitter: _____ Instagram: _____

Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Food Vendor Description: _____

Entry Fee

✓	Booth Type	Space / Booth Size <i>(Table and Chairs will <u>not</u> be provided by the city)</i>	Cost
	Food Tent	10' x 10'	\$400
	Food Truck	20' x 10'	\$400

The Truck's menu will provide kid-friendly meal items and portions.



By signing this document, the applicant acknowledges having read this booth application and contract and agrees to be bound by its terms, including the “terms and conditions” set out below.

Authorized signature: _____

Printed name: _____

Date: _____

Please send the completed application to specialevents@markham.ca prior to June 3rd, 2024.

Staff will contact you for payment once your application is reviewed and approved.

For more information, please contact:
specialevents@markham.ca
 905-477-7000 ext.3797

Method of Payment:
 Cheque - Payable to “City of Markham”
 Mail to: City of Markham, 101 Town Centre Blvd., Markham, ON L3R 9W3
 Attn: Special Events, Community & Corporate Events
 Visa MasterCard

For Office Use Only:

Application Received on: _____

Approved / Denied

Booth No. _____

Insurance: Submitted

Health Form: Submitted

Menu:
 Approved / Denied / N/A

Payment:
 Cheque No. _____
 Credit Card



Terms and Conditions

The Applicant does hereby make application to the City of Markham (hereinafter called the “City”) to operate a booth during the Markham Canada Day Celebrations at Markham Centre (169 Enterprise Blvd, Markham) on the **1st of July, 2024** (the “Festival Date”), and agrees to abide by the following terms and conditions:

Please check each box to agree and confirm:

- On Festival Date, the Applicant agrees to complete its set up between 12:00 p.m. and 3:00 p.m.; and operate the booth(s)/truck(s) from 3:00 p.m. to 10:30 p.m. Once positioned inside the event site, all food booths/trucks must remain in the stationary position for the entire duration of the event. If the vendor runs out of food, the booth/truck can close but **must remain onsite until 10:30 p.m.**
- The Applicant agrees to remove the booth(s)/truck(s) and all debris from the City’s premises by 11:30 p.m.
- The Applicant agrees that the festival will not accommodate vehicle in/out privileges for the purpose of restocking during festival hours.
- The Applicant agrees to provide proof of insurance; **\$2 million general liability insurance** naming the Corporation of the City of Markham as an additional insured.
- The Applicant agrees to register with and abide by all York Region Health Department regulations and submit a Vendor Application Event Form to the York Region Health Department (Email: health.inspectors@york.ca) **at least four weeks** prior of the festival date.
- The Applicant agrees to provide proof of Food Handler Certification.
- The Applicant agrees to submit to the City for approval (in its sole discretion) the Applicant’s menu with pricing on each item listed.
- The Applicant agrees to provide proof of Propane Handling Technical Standards & Safety Authority (TSSA) Certification (if applicable). For more information, please visit www.tssa.org.
- The Applicant agrees to pay the non-refundable Entry Fee set out in the Booth Application in advance of the Festival Date.
- The Applicant agrees to erect the required facilities prior to the Festival starting time on the Festival date, and agrees that the City shall have the right (in its sole discretion) to approve the appearance and type of the booth(s).
- The Applicant agrees to be bound by the location of the assigned booth(s), as determined by the City (in its sole discretion). The applicant agrees the food booth/truck **must fit inside the designated space** or additional fees may be charged onsite.



- The Applicant understands that access to amenities including: water, grease disposal and grey water dumping, are **not provided** at the event site. Power generators are allowed, **and will not be provided by the City**. All necessary amenities required by the food vendor (electrical sources, hand washing station, etc.) must be provided by the vendor, and contained **inside/on** the booth/truck at all times during the event.
- The Applicant agrees and acknowledges that the Applicant must supply their own staff or volunteers. The Applicant agrees to be responsible for the behavior of the Applicant's staff and volunteers in their booth(s), and will, at all times, maintain a reasonable standard of conduct.
- The Applicant agrees to abide by all rules and regulations established by the City regarding the Festival. The Applicant shall not engage in any activity which is in conflict with any applicable law, regulation or by-law. The Applicant will be responsible for obtaining all necessary governmental permits and licenses required to operate a food truck/booth as a vendor.
- The Applicant agrees and acknowledges that the City reserves the right (in its sole discretion) to terminate the Contract and require the booth(s) to be vacated in the event of a breach of the Contract by the Applicant.
- The Applicant agrees that the Contract is non-assignable without the consent of the City.
- The Applicant agrees and acknowledges that the City makes no guarantee regarding levels of attendance at the Festival, volume of sales or visits to the Applicant's booth(s) (collectively, "Festival Attendance") due to any cause whatsoever, including without limitation, poor weather conditions. The Applicant shall not be entitled to any refund, in full or in part, of any amounts paid by the Applicant based on Festival Attendance.
- In consideration for approval by the City to participate in the Festival, the Applicant hereby waives, releases, and forever discharges the City, and its affiliates, elected officials, directors, officers, employees, contractors, agents, volunteers and sponsors (collectively, "City Representatives") from and against any and all liability, claims, demands, actions, or causes of action for losses, costs, expenses or damages to property or personal injury (including death) (collectively "Liability") which may result from the Applicant's operation of the booth(s) or otherwise in connection with the Applicant's participation in the Festival due to any cause whatsoever, including without limitation, negligence, or breach of any statutory or other duty of care on the party of the City. The Applicant further agrees to hold harmless and indemnify the City Representatives from and against any and all Liability which may result from, or is in any way connected with the Applicant's operation of the booth(s) or participation in the Festival.



Food Vendor Waste Management Guidelines

The City of Markham is committed to good environmental stewardship.

Please review each section and check the boxes to acknowledge you have read and understood each item.

Failure to comply with the below will affect future contracts with the City of Markham.

Be advised:

- There is NO access to water, grease and grey water disposal at the event site
- There is NO electricity at the event site
 - Vendors must bring all their own necessary arrangements for the above
- Balloons are NOT allowed for display, decoration or to be released

Food Service:

- All food related items must be reusable, recyclable or compostable, such as:
 - Packaging, including containers, plates, cups, etc.
 - Cutlery, including forks, knives, spoons, stir sticks, etc.
 - Serving utensils, etc.
- Single-use plastics are not allowed, such as:
 - NO Styrofoam products
 - NO plastic straws, plastics stir sticks, plastic cutlery
 - NO non-recyclable single serve condiments (mustard, ketchup, cream, etc.)

Post-event Clean-up

- Vendors are responsible for:
 - Timely, regulated removal of all waste (garbage, recycling, and organics) material.
 - Environmentally disposing of water, grease and grey water
 - Clean up of all litter in their rented space/booth area
- Vendor- generated waste material must be sorted and placed inside the appropriate container. No illegal dumping.