

## TIRGAN 2019

### FOOD TRUCK APPLICATION

#### VENDOR PROFILE AND PAYMENT INFORMATION

Your Name:

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Business / Booth Name

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Telephone (Day):

Email:

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Address:

APT #

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City:

Prov:

Postal Code:

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Website:

Twitter:

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Facebook:

Other Web:

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#### My menu is... (Please check all that apply)

European

Taiwanese

Middle Eastern

Organic

Chinese

French

Iranian

Vegetarian

Caribbean

South Indian

Mediterranean

Gluten-Free

Latin

Indian

African

Other: \_\_\_\_\_

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**Please indicate all menu items you will be selling – remember you will only be allowed to sell what is approved from this list** (Attach an additional page if needed)

_____	Price range:	_____
_____	Price range:	_____
_____	Price range:	_____
_____	Price range:	_____
_____	Price range:	_____
_____	Price range:	_____
_____	Price range:	_____
_____	Price range:	_____

**Food trucks are not allowed to use generators!**

Please specify your power requirements (15 or 30 amp). If you have the capacity to use both power types please say so. We have very limited power.

\_\_\_\_\_

Food Truck Dimensions (please include total length, height and width)

\_\_\_\_\_

Does your food truck has an awning or a chimney? If so please confirm and add length. (The reason for this is that we have tress in our site and we want to make sure your truck fits

\_\_\_\_\_

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Weight of Truck

\_\_\_\_\_

Please list any furniture / items you will bring and will be located outside the truck (No seating tables / chairs allowed!)

\_\_\_\_\_

The vendor's signature on this form indicates acceptance of the rules and regulations and schedules, as set forth in the accompanying package.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **RULES AND REGULATIONS – FOOD TRUCKS**

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Food Vendors shall uphold the Health and Safety Standards as outlined by the City of Toronto and Department of Public Health.

All vendors must have their Food Handler's Certificate, and proof of their Certificate of Business Registration.

All Food Trucks must have a valid Toronto Food Truck License which must be displayed in a conspicuous place to the general public at all times and must be presented upon request

#### **Rules and Regulations Governing Food Service by Community User Groups, Commercial Caterers and Restaurants**

As a public facility, Harbourfront Centre is responsible for meeting the Public Health Protection regulations set out by the City of Toronto, Department of Public Health. Therefore, we expect each vendor to **comply** with the regulations in the transportation, preparation and service of food products intended for sale at the Harbourfront Centre site. Failure to comply may result in loss of vending privileges without refund.

#### **Harbourfront will strictly enforce these measures and will visit the Food Trucks, controlling temperature and food handling.**

Harbourfront Centre reserves the right to close a Food Truck and request the vendor to leave the premises if the vendor fails to comply with Public Health Regulations.

The following are operational regulations for groups/individuals preparing food and/or serving food to the public on Harbourfront Centre premises.

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Harbourfront Centre reserves the right to refuse space to anyone.

Harbourfront Centre reserves the right to cancel the vendor agreement or to eject any vendor from the premises who is behaving in an objectionable fashion and the vendor waives any right and all claims for damages or compensation by reason of Harbourfront Centre exercising this right.

Harbourfront Centre summer festival attendance and participation are dependent upon weather conditions, demographics and a variety of other factors. Therefore, Harbourfront Centre cannot be held liable for a lack of success for individual vendors and/or poor food sales based on attendance or customer preferences.

### TEMPORARY HEALTH PERMIT

You will be required to complete an Application for Special Event Temporary Food Establishment Permit from Toronto Public Health which is available in our website.

At least one (1) person involved in preparation and selling of food to the public must have a Food Handler Certificate given by Toronto Public Health.

Food Trucks must be available to receive and pass a Health Inspector visit at anytime.

### FOOD HANDLING

Food must be transported, handled and presented in a clean, well maintained environment with food handlers wearing clean outer garments and maintaining a neat, tidy appearance. Hat or hairnet is mandatory for all food handlers.

Food handlers must follow good personal hygiene practices by washing hands appropriately and as often as required.

Food is to be prepared and served on a washable table surface. Use separate work tables or surfaces for the preparation of raw food and ready-to-eat food, to prevent cross-contamination.

Glove use is not recommended unless the food handler has a minor cut or burn. **GLOVES ARE FOR SINGLE-USE ONLY AND YOU MUST USE NEW GLOVES WHEN YOU ARE CHANGING PROCESSES** (i.e., handling raw food to ready-to-eat food).

Only personnel directly involved with food preparation and service or maintenance staff from Harbourfront Centre are permitted inside the Food Truck. No minors are allowed.

Hot food must be kept at temperatures of 60°C (140°F) or over. Cold food must be kept at temperatures of 4°C (40°F) or under. Perishable food must be stored in mechanical refrigerators, coolers, or other acceptable means.

Food must be protected from contamination by shields (i.e. plastic covers), containers, or other means (i.e. aluminum foil) if maintained, and replaced as necessary.

Garbage must be regularly cleared from immediate serving area and placed in containers provided.

Prepared food may not be kept on the floor in boxes or containers.

### CLEANING AND SANITIZING

All surfaces are to be cleaned after use with single-use paper towels and a sanitizing spray rinse. The following bleach and water mixture can be used: 5ml/1teaspoon of household bleach mixed with 1 litre/4 cups of water.

This solution should be placed in a labeled spray bottle.

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Spray all surfaces with the bleach sanitizer after they have been cleaned.

Allow the bleach mixture to sit on surfaces for at least 45 seconds, before wiping. Do not rinse surfaces after sanitizing. This concentration of sanitizer will not harm food or individuals consuming the food.

All food must be from an approved source and prepared in approved food premises such as restaurants, community hall kitchens and church hall kitchens or the Food Truck. You cannot serve food that is prepared at home. Only single-service items (i.e., paper plates and cups) are allowed for serving the customers.

### FOOD PROTECTION REQUIREMENTS

Ready-to-eat and raw food must be protected from contamination and proper temperatures must be maintained.

Condiment containers are required to have self-closing lids and separate dispensing utensils.

A probe thermometer is required to check the internal temperatures of hazardous food. Harbourfront Centre staff will check the temperatures of your food throughout the weekend.

A thermometer is required to be stored in all cold holding units. This includes mechanical refrigeration and coolers.

All food must be protected from contamination at the event (i.e. covered and off the floor at least 15 cm/6 in.)

Heat lamps are **not** allowed.

### EQUIPMENT- FOOD TRUCK

Harbourfront will provide power for Food Trucks. Availability is two 30 amp outlets and one 50 amps. Vendors are **NOT** allowed to use generators

Each Food Truck must be in perfect working condition and have clean running water.

The Food Truck must have a menu for listing items with prices.

Vendors are responsible for any tables or furniture required for cutlery, sauces and spices outside their Food Truck. Condiment and sauce containers must have lids or the table must be covered as per City Hall Health Regulations.

### FOOD VENDING BOOTHS/AREA

All Food Truck Vendors are required to maintain a clean and neat designated site and to adhere to the following requirements:

Take precautionary measures to ensure no stains, garbage or other unwanted pollutants negatively affect the area

All grey water and oil must be disposed of following municipal environmental standards and legislation and outside Harbourfront Centre premises

Wrappers or items that could be scattered by wind gusts must be secured

Harbourfront Centre will provide:

Place mats underneath vending units to protect the area from grease and other pollutants

Garbage and recycling receptacles

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### Stanchions

At completion of operations, the designated site must be returned to its original state

### BOOTH OPERATION AND CONDUCT

Food Vendors are not permitted to smoke within 5 meters of the food vending unit

Food vendors are not permitted to leave the food vending unit unattended during operation

Harbourfront Centre reserves the right to intervene in terms of Facility Use and Public Safety

Interference with Performances: Vendors are asked to respect ongoing performances at Harbourfront Centre. No audio or video devices are allowed in the Food Trucks (portable stereos, radios, CD or DVD players, etc.)

**No balloting, give-aways, raffles or any form of contests or prizes are permitted. No collection of information from any of our patrons is allowed on-site.**

Hours of Operation: Vendors must keep their Food Trucks open and staffed for the entire duration of the operating hours. Food Trucks operate rain or shine. Vendors must be in attendance and booths must remain open during the designated hours. The Vendors must be ready for business at the designated start time and close promptly at the designated close time. Hours of operation will be strictly enforced. Not complying with these hours of operation may cause closing and or cancellation of your Food Truck with no reimbursement.

Closing Early Due to Weather: If weather conditions call for potentially closing the Food Trucks, the decision to open or close will be made with the Vendor Coordinator together with all Vendors on-site. The decision will be made by majority consensus. Said decision must be followed by ALL vendors on-site.

Product Sales: Food Truck vendors **may only sell menu items that have been agreed upon in advance by Harbourfront Centre**. The Vendor must provide the products that were approved in the application form and can make no changes or additions. Harbourfront Centre will require vendors to remove items that have not been approved. If the Vendor needs to change the menu from the original application, these new items must be approved by Harbourfront Centre at least one month in advance, before they are displayed to the public.

### PROMOTION AND SIGNAGE

The Food Vendor shall not place on or in a public place any advertisement, legend, message or sign of any kind

Menu signs must look clean and professional

Signs/equipment which include product logos are subject to approval by Harbourfront Centre to ensure they are in keeping with Harbourfront Centre's exclusive sponsorship agreements

Hanging a **flag** of any kind is **not** permitted

Signs that could be scattered by wind gusts must be secured

### BEVERAGE SERVICE / SALES

Food vendors are allowed to sell **ONLY Coca-Cola products** at a minimum price set-up by Harbourfront Centre. Vendors are allowed to sell these products at a higher price if they choose to do so.

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Coco-Cola products purchase and storage are responsibility of the vendor

### INDIGENOUS BEVERAGE POLICY

Indigenous beverages include only freshly prepared, unpacked, non-alcoholic beverages, that are part of a specific community and therefore are part of the menu offered by the vendor. Traditional or indigenous beverages that are bottled and/or imported are not allowed to be sold on-site. Examples of these beverages are: Mango Lassi, Sorrel, Sour Sop Juice.

Vendors interested in selling beverages must include the list in their application form. Only beverages that are included in the application and that are approved by the Vendor Team will be allowed to be sold on-site.

Once the application is submitted, the Vendor Coordinator will approve or reject the proposed beverage.

### VENDOR AGREEMENT

Harbourfront Centre reserves the right to refuse Food Truck space to anyone. Harbourfront Centre reserves the right to cancel the Vendor Agreement or to eject any vendor from the premises who is behaving in an objectionable manner and the Vendor waives any right and all claims for damages or compensation by reason of Harbourfront Centre exercising this right.

Food Truck Permissions: Only vendors in possession of a valid, signed contract from Harbourfront Centre may occupy an on-site space.

Harbourfront Centre assumes no responsibility for sales, inclement weather, or guarantees of attendance.

*Harbourfront Centre reserves the right to change, cancel or add any rule or rules at any time for any reasons whatsoever, and to move, relocate, suspend operating privileges or immediately terminate this agreement without prior notification to Vendor.*

Harbourfront Centre reserves the right to evict anyone violating any of the outlined Rules and Regulations. **FAILURE TO COMPLY WITH HARBOURFRONT CENTRE RULES AND REGULATIONS MAY RESULT IN: a written warning; and/or loss of Designated Site(s).** Loss of Designated Site(s) will result in all monies being forfeited. All decisions made by Harbourfront Centre are final. Vendors will not be allowed on the Harbourfront Centre premises until all fines have been paid.

I, \_\_\_\_\_ (print name) certify that I have read and agree to follow the World Café Harbourfront Centre Rules and Regulations. I further agree that I will ensure that any personnel working or volunteering in my booth also follow these standards. I understand that failure to comply may result in my being required to leave and may prevent my acceptance for future events.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

heart of toronto's waterfront



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