



# 27th Annual Toronto Vegetarian Food Festival Exhibitor Package

September 9-11, 2011

Harbourfront Centre

235 Queens Quay West

**Please follow these instructions:**

- 1) Review the entire package carefully, all forms marked to be returned need to be sent to the TVA Office in order to have your application processed. All other pages are for your records.
- 2) The following items should be completed and included in your return package:
  - Signed Contract
  - Method of Payment: 50 % Deposit
- 3) Please return your application package immediately.
- 4) Failure to thoroughly complete the forms could result in your application being declined, as a limited number of spaces are available. Your cooperation is most appreciated.
- 5) Please note if your application is successful, you will receive a confirmed booth number, Toronto Public Health form, and a final confirmation letter.

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## Exhibitor Information

The Vegetarian Food Festival is presented and organized by Toronto Vegetarian Association (“TVA”). We ask that you carefully consider your packaging, packing materials and waste management to make it as sustainable as possible. Please act responsibly, wherever possible.

Operating a successful booth at the Vegetarian Food Festival requires a lot of advance planning and hard work. We encourage you to plan your inventory and preparation carefully, as well as ensure that you have enough staff for the weekend.

### DATES & TIMES

Friday, September 9, 2011	4 pm to 9 pm*
Saturday, September 10, 2011	12 pm to 9 pm
Sunday, September 11, 2011	12 pm to 7 pm

\* Exceptions may be made to accommodate religious observances and other special circumstances. Contact the Food Festival office no later than August 25, 2011 to make suitable arrangements.

### LOCATION

York Quay Centre, Harbourfront Centre  
235 Queens Quay West  
Toronto, ON Canada M5J 2G8

### APPROVAL PROCESS

Exhibitor applications are approved by TVA based on eligibility and subject to availability. TVA reserves the right to refuse any application, without liability.

### PUBLIC HEALTH INSPECTIONS

All vendors selling ready-to-eat items are responsible for meeting the Public Health Protection regulations set out by the City of Toronto Department of Public Health and will be subject to Public Health inspections onsite.

## **BOOTH GUIDELINES**

### ***Failure to Occupy Exhibit Space***

If the booth space is not occupied and staffed by the opening of the Vegetarian Food Festival (4pm on Friday, September 11, 2011), this will be considered a no-show and the exhibit space will be forfeited by the vendor. This forfeited space may be resold, reassigned or used by TVA management without obligation on the part of TVA for any refund whatsoever.

### ***Failure to Keep Exhibit Open and Staffed During the Food Festival***

Vendors must keep their exhibit space open and staffed at all times during the open hours of the Food Festival. No exhibit space may be dismantled or goods removed during these hours.

### ***Electrical Service***

Electrical service may be booked at a cost of \$40 per 110V, 15 amp circuit. Electrical supply at York Quay Centre is limited. Priority will be given to exhibitors requiring electrical service for food preparation or storage (e.g. hotplates, microwave ovens, refrigeration units). TVA reserves the right to assign electrical service in order to benefit the entire event.

### ***Tables and Chairs***

Tables and chairs will not be provided by the TVA or Harbourfront Centre. **ONLY** Official Vegetarian Food Festival Sponsors and Non-Profit Organizations receive two complimentary 6' or 8' table with two chairs.

Tables, chairs, and other display units may be rented separately from our Official Service Contractor, Stronco Show Services. Displays must not exceed the allotted exhibit space allotment.

Stronco Show Services, for assistance or quotes, please call Exhibitor Services at (905) 270-6767.

### ***Backdrops***

The Brigantine Tent, Brigantine Room, and Marilyn Brewer Community Space exhibits are provided with 8' black curtain drape backdrop with 3' sidebars.

The Sculpture Court Tent exhibits are provided with lattice screen backdrops.

The International Marketplace, Boulevard Tent and South Orchard Tent exhibits are **NOT** provided with backdrops. Exhibitors in these areas are advised to bring their own backdrops.

## **EXCLUSIVITY RESTRICTIONS**

**\*PLEASE NOTE\*** *Only approved menu items are permitted to be sold at the Vegetarian Food Festival. NO waffles, pancakes or French fries are permitted to be sold on site. Beverage sales are not permitted, with the exception that they may be made available for resale upon request through Liberty Entertainment Group.*

**\*PLEASE NOTE\*** *There are exclusivity rights on sales of the following items: Books, T-shirts, DVDs and CDs. An additional waiver of (approx. \$40) will be charged to vendors who wish to sell these items.*

## **EXHIBITOR SUPPLIES**

Non-Profit Organizations and Official Sponsors receive:

- 2 chairs
- 2 units of 6' or 8' table

Exhibitors at the Boulevard Tent receive:

- 2 x 8' tables

Backdrops are provided for the following areas:

- Brigantine Tent
- Brigantine Room
- Marilyn Brewer Community Space
- Sculpture Court Tent

## **LOAD-IN AND SETUP**

- Exhibitors may begin load-in at 12 pm on Friday, September 9, 2011
- All exhibits must be set-up and fully operational by 4 pm

You are responsible for the load-in and setup of your own booth display, including unloading and transporting inventory and supplies from the designated loading area to your exhibit. There is no loading dock at Harbourfront Centre, nor can we provide you with any dollies or handcarts. We advise exhibitors to bring their own dollies or handcarts to transport their materials from the loading area to their exhibit. Please notify your staff of these conditions prior to the Food Festival.

Please load-in to your Allocated Entrance:

1. International Marketplace Lane-way

- International Marketplace
  - World Café
  - Boulevard Tent
  - South Orchard Tent
2. Brigantine Access Pad
- Brigantine Room
  - Brigantine Tent
3. East York Quay Centre Parking Lot
- Sculpture Court Tent
  - Marilyn Brewer Community Space

If you plan to have equipment or supplies delivered to the Food Festival on Friday, please ensure you have staff present onsite at that time to accept deliveries on your behalf. Otherwise, please ensure all delivery personnel are clearly aware of the location of your exhibit. Neither TVA nor Harbourfront Centre will be held responsible for misdirected deliveries.

There are no storage facilities for exhibitors at Harbourfront Centre. You must store all merchandise and exhibit equipment within your own exhibit space and/or make arrangements for periodic deliveries throughout the weekend.

## OPPORTUNITIES

For additional information regarding exhibit space, sponsorship, speaking and cooking demonstrator opportunities, please direct inquiries to:

Luke Albert, Festival & Events Coordinator

17 Baldwin Street, 2<sup>nd</sup> Floor

Toronto, ON Canada M5T 1L1

Telephone: (416) 544-9800

Fax: (416) 544-9094

Email: [festival@veg.ca](mailto:festival@veg.ca)

## Deadlines

In order to receive all of the entitlements listed, vendors must meet the deadlines indicated below. If these deadlines are not met, vendors waive their rights to those missed benefits without compensation. TVA is under no obligation to issue reminders.

<b>ASAP</b>	50 % DEPOSIT DUE
<b>MAY 1</b>	2011 Exhibitor Application Package and Forms released
<b>JUNE 14</b>	Early Bird Rate deadline
<b>AUGUST 1</b>	Delivery of all product donations (if applicable) to Food Festival office
	Inclusion in 2011 Food Festival Guide and website (veg.ca/festival) deadline
	REMAINING AMOUNT OF PAYMENT DUE
<b>AUGUST 25</b>	Notification deadline to Food Festival office of intent to donate leftover merchandise/food items to food bank*
	Notification deadline to Food Festival office of intent to close during Food Festival hours for religious observances
<b>SEPTEMBER 9</b>	All exhibits must be set up and staffed at 4 pm. (Set-up from 12 -4 pm)

\* Should you wish to donate any leftover food items to a charitable cause (e.g. food bank, shelter) after the Food Festival, please contact the Food Festival office no later than August 25, 2011 and we will be happy to make arrangements on your behalf.

## Frequently Asked Questions

### 1) Do I need insurance?

TVA recommends that the Exhibitor at their own expense, take out and maintain comprehensive property damage, public liability and theft and loss insurance coverage or other insurance as necessary.

### 2) Should I bring décor?

Yes, most definitely. Booths must be decorated. Items such as tablecloths, plants, carpeting etc. are the responsibility of each vendor. TVA does not provide nails, tape, staples or other materials for booth set-up.

### 3) Where do I park after I unload?

Vendors will receive one discounted parking pass for one vehicle for use in the parking lot at Rees St. and Queens Quay (just west of Harbourfront Centre). In addition, vendors will receive one discounted parking pass for one vehicle for use in the South Lot (adjacent to the main building) for each day of exhibiting at the Food Festival. If you require additional parking passes, please make arrangements with the Food Festival Coordinator.

### 4) Should I still set up if it's raining?

Yes. We are open rain or shine!

### 5) What type of security will be provided?

Security will be provided by Harbourfront Centre security staff for all hours of the show including overnight. Harbourfront Centre will not be responsible for any losses or damages. Insurance against theft is recommended.

### 6) Can I close my booth whenever I feel like it?

No, you must adhere to the closing times on the operating timetable. Tent closing hours are non-negotiable and will be strictly enforced.

# EXHIBITOR POLICY

Toronto Vegetarian Association

BOARD APPROVED

March 11, 2009

## PRODUCTS/SERVICES

All products on display and/or being promoted must be of a vegetarian nature (free of meat, fish and fowl and the flesh of all animals, including leather and fur). Items may not contain animal by-products such as gelatin, rennet/rennin/pepsin (found in many commercial cheeses), or any other animal-derived ingredients such as lard, tallow, etc. Vegetarian items containing dairy and/or eggs are permitted. TVA reserves the right to seize or demand the removal of any product that is not demonstrably vegetarian\* in nature.

\* Any vitamin, supplement or other health product capsules not clearly labeled "vegetarian" on the product packaging or accompanying documentation will be assumed to contain gelatin and will be removed from the Food Festival.

## PROMOTIONAL MATERIAL/PACKAGING

Supporting literature (e.g. brochures, recipes, product packaging or inserts) may not promote, display or advocate any non-vegetarian item. Exhibitors must ensure all recipes to be distributed at TVA events or printed on any product packaging do not call for non-vegetarian ingredients. Images of non-vegetarian items on product packaging for vegetarian items (e.g. seasonings, spice mixes, etc.) are not permitted. TVA and event partners reserve the right to remove any signage deemed unsuitable.

## EXHIBIT SPACE ALLOTMENT

Exhibitors must confine their activities to their allotted exhibit space and may not solicit beyond these boundaries. Each allotted space is clearly defined by the venue floor plans. Height restrictions also apply. Neither the exhibitor nor its representatives are permitted to "roam" the event venue for the purpose of procuring or conducting business. All signage is to remain in the exhibitor's booth. TVA reserves the right to remove any signage and/or materials and person(s) deemed beyond exhibitor booth limits.

## NOISE LEVELS

TVA reserves the right to restrict all vendors to a maximum noise level.

## GRAPHIC VIDEO FOOTAGE

TVA and event partners reserve the right to restrict the display of any graphic video footage such as animal slaughter, unless otherwise authorized by Toronto Vegetarian Association.

## **CANCELLATIONS**

Cancellations must be received in writing. Cancellations received ON OR BEFORE JULY 27, 2011 will result in a 100 % refund of all fees paid. We will not issue any refunds for cancellations received after August 21, 2011.

<b>Date of Cancellation</b>	<b>Refund Amount</b>
On or before July 27, 2011	100 % refund
July 28 to August 10, 2011	75 % refund
August 11 to August 21, 2011	50 % refund
After August 21, 2011	No refund

TVA will apply any deposit received against such cancellation fees and refund the exhibitor any surplus or, alternately, claim the balance from the exhibitor at that time. No refund will be permitted after August 21, 2011. The exhibitor will be responsible after that date for the FULL AMOUNT of all exhibitor fees and any collections therewith as reasonably determined by TVA. All Cancellation Deadlines stand, regardless, of application and/or approval date.

## Rules and Regulations

### HARBOURFRONT CENTRE POLICY GOVERNING FOOD SERVICES

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. Each vendor **MUST** comply with the regulations both in the preparation and service of food products intended for sale at the Vegetarian Food Festival. Failure to comply may result in loss of vending privilege without refund. The following are operational regulations for groups/ individuals who prepare food and/or serve food to the public on Harbourfront Centre premises.

### FOOD HANDLING

- Food must be handled and presented in a clean, well-maintained environment with food handlers wearing clean outer garments and maintaining a neat, tidy appearance. It is strongly recommended that ONE person handle cash.
- 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 worktables 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 are permitted behind the food counter(s). 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 foods 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. At the end of the day, all food must be cleared away and properly stored off premises; all utensils washed, and all equipment left in a clean orderly manner.
- Prepared food may not be kept on the ground 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: 5 ml / 1 tsp of household bleach mixed with 1 L / 4 cps of water.
- This solution should be placed in a labeled spray bottle.
- 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 food.
- All food must be an approved source and prepared in approved food premises such as restaurants, community hall kitchens and church hall kitchens. 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 transported in a manner that will protect food from contamination and proper temperatures must be maintained (i.e., with coolers).
- Condiment containers are required to have self-closing lids and separate dispensing utensils.
- 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**

- It is the responsibility of each food vendor to provide any and all equipment necessary for the preparation and storage of food items (i.e., cooling units, heating/cooking equipment, etc.).

## **FOOD VENDING BOOTHS / AREA**

- Food vendors must provide their own hand soap.
- Décor: TVA requires vendors to decorate their booth in a way that will compliment the event. Décor items can only be taped or tied on. Staples, nails, screws, or pins cannot be used. All décor items must be removed at the end of the vending contract.
- Vendors are not permitted to make use of tent sides or any other Harbourfront Centre equipment to create rain shelter for outdoor cooking storage outside of the tent.

Vendors may not erect any type of "structure" for this purpose. Vendors may bring plastic sheets, tarpaulins, umbrellas (with stands) for rain or sun shelter outside of the tent.

- Booths will be cleaned prior to vendor arrival. At the end of the weekend, vendors are expected to leave their booth clean and the immediate area free of garbage and debris.

### **ELECTRICAL SUPPLY**

- Vendors will not be permitted to use any electrical equipment, which is deemed faulty or unsafe. This includes equipment with frayed or improperly repaired wires.
- Vendors are not permitted to use their own electrical power bars.
- Electrical supply at York Quay Centre is limited. TVA reserves the right to assign electrical service in order to benefit the entire event.

### **BEVERAGE SERVICE**

- Harbourfront Centre will operate a bar inside the tent to provide full beverages service, including beer, wine, alcohol, bottle water, fruit beverages, coffee, tea, and iced tea and a range of soft drink products available through Pepsi.
- Due to Harbourfront Centre's exclusive sponsorship arrangements, foods vendors are not permitted to sell beverages.

### **PARKING**

- Parking is the sole responsibility of the food vendor. Load-in/out access will be allowed for a short period of time for the purpose of the delivering and re-stocking food and/or equipment only. Vehicles left unattended at the food tent area will be subject to towing.
- One discounted parking pass for one vehicle will be provided for the parking lots at Rees St. and Queens Quay (just west of Harbourfront Centre) for which there will be no in and out allowed. Vendors will also be provided with one discounted parking pass for one vehicle at the South lot (adjacent to the main building) for which in and out will be allowed.

### **INTERFERENCE WITH PERFORMANCES**

- Vendors are asked to respect ongoing performances at Harbourfront Centre and refrain from bringing any audio devices (portable stereos, radios, CD players, etc).

## Application Forms

The following items are required to be submitted in order for your application to be considered:

- Completed Exhibitor Form (p16-17)
- Signed Exhibitor Contract (p 18)
- 50% Deposit by credit card, cheque, or money order

The completed forms with payment can be submitted to:

The 27<sup>th</sup> Annual Vegetarian Food Festival  
Toronto Vegetarian Association  
Attn: Luke Albert  
17 Baldwin St, 2<sup>nd</sup> Floor  
Toronto, ON M5T 1L1

Or sent by fax to 416-544-9094

# 27th Annual Vegetarian Food Festival Exhibitor Form

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Preferred booth #: \_\_\_\_\_ Second Choice: \_\_\_\_\_ Third Choice: \_\_\_\_\_

**Please circle requested space and provide the deposit highlighted.**

*PLEASE NOTE: The following early-bird prices are in effect until June 14, 2011. All booth prices will increase by \$99 + HST (\$49+HST for nonprofits) on June 15 if required application forms and payment have not been received.*

Requested Exhibitor Room	Option 1	Option 2
Brigantine Room (10 ft x 10 ft)	<b>Interior</b> <b>\$1299 + 13% HST =</b> <b>\$1467.87</b> <b>Deposit = \$733.94</b>	<b>Corner</b> <b>\$1399 + 13% HST =</b> <b>\$1580.87</b> <b>Deposit = \$790.44</b>
Brigantine Tent (10x10)	<b>Interior</b> <b>\$999 + 13% HST = \$1128.87</b> <b>Deposit = \$564.44</b>	<b>Corner</b> <b>\$1099 + 13% HST =</b> <b>\$1241.87</b> <b>Deposit = \$ 620.94</b>
Sculpture Court Tent (15x10)	<b>\$1074 + 13% HST =</b> <b>\$1213.62</b> <b>Deposit = \$606.81</b>	N/A
Marilyn Brewer (10x5)	<b>\$799 + 13% HST = \$902.87</b> <b>Deposit = \$ 451.44</b>	N/A
International Marketplace (10x10)	<b>Interior</b> <b>\$699 + 13% HST = \$789.87</b> <b>Deposit = \$394.94</b>	<b>Corner</b> <b>\$849 + 13% HST = \$959.37</b> <b>Deposit = \$479.69</b>
International Marketplace (10x10) <b>Non-profit special</b>	<b>\$349.50 + 13% HST =</b> <b>\$394.94</b> <b>Deposit = \$197.47</b>	<b>\$424.50 + 13% HST =</b> <b>\$479.69</b> <b>Deposit = \$239.84</b>
Boulevard Tent (8 x 8) & South Orchard Tent (10x10) <b>NEW AREA</b>	<b>Boulevard Tent</b> <b>\$599 + 13% HST = \$676.87</b> <b>Deposit = \$ 338.44</b>	<b>South Orchard Tent</b> <b>\$799 + 13% HST = \$902.87</b> <b>Deposit = \$ 451.44</b>
Boulevard Tent (8 x 8) & South Orchard Tent (10x10) <b>Non-profit special</b>	<b>Boulevard Tent</b> <b>\$299.50 + 13% HST =</b> <b>\$338.44 Deposit = \$ 169.21</b>	<b>South Orchard Tent</b> <b>\$399.50 + 13% HST</b> <b>=451.44 Deposit = \$</b> <b>225.72</b>

Requested Exhibitor Room	Option 1	Option 2
World Cafe	\$1500 + 13% HST Deposit = <b>\$847.50</b>	N/A

- Payment may be made by VISA, MasterCard, cheque or money order. Please **DO NOT** send cash by mail.
- Please make cheques and money orders payable to: **Toronto Vegetarian Association**

Payment will be made by (circle one): CREDIT CARD / CHEQUE / MONEY ORDER

Total Fee (indicated on p16): \$ \_\_\_\_\_ . \_\_\_\_\_

Deposit, due now: \$ \_\_\_\_\_ . \_\_\_\_\_

Remainder, due Aug 1, 2011: \$ \_\_\_\_\_ . \_\_\_\_\_

- I will require electrical (\$40/unit)       I will be selling t-shirts, books, DVDs or CDs (waiver applies)

**If paying by VISA or Mastercard:** Cardholder Name: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ / \_\_\_\_\_      Signature: \_\_\_\_\_

- Yes, I would be interested in a complimentary Exhibitor Seminar to learn how to effectively exhibit at the Vegetarian Food Festival.**

### REMAINING AMOUNT DUE: AUGUST 1, 2011

Remaining balance will be calculated and provided by TVA once electrical, waiver fees, premiums for corner units, nonprofit rates, and HST charges are applied. If credit card information is submitted, the remaining balance will be charged automatically on or after August 1, 2011. Exhibitors will be invoiced accordingly.

Cancellation Policy: Cancellations received ON OR BEFORE JULY 27, 2011 will result in a 100 % refund of all fees paid. We will not issue any refunds for cancellations received after August 21, 2011.

Date of Cancellation	Refund Amount
On or before July 27, 2011	100 % refund.
July 28 to August 10, 2011	75 % refund.
August 11 to August 21, 2011	50 % refund.
After August 21, 2011	No refund.

Faxed registrations are accepted only when payment is made by credit card. **NO** Faxed cheques or money order

are allowed. FAX #: 416-544-9094 Attn: Luke Albert

1. The exhibitor must provide proof of adequate insurance coverage which meet the guidelines of the Toronto Vegetarian Association. Without this proof, show management cannot allow an exhibitor to participate.
2. The exhibitor agrees to confine his/her presentation to within the contracted space only, and within the maximum height set by the show rules and regulations and to maintain a staff in his/her booth space during show hours.
3. Management reserves the right at any time to alter or remove exhibits or any part thereof, including printed materials, product, signs, lights or sound, and to expel exhibitors or their personnel if, in management's opinion, their conduct or presentation is objectionable to other show participants and/or attendees.
4. The Toronto Vegetarian Association has a responsibility to expose its attendees to new products and services. all applicants will be subject to a review of their products and/or service. the purpose of this review is to ensure that the show is fresh and exciting, and to ensure all products and services are applicable to the vegetarian community as deemed by show management.
5. Proselytizing of a religious or political nature is not permitted in the designated premises.
6. Materials depicting graphic violence, as deemed by show management, are not permitted on site.
6. All electrical wiring and outlets shall be at the exhibitor's expense. all operating electrical equipment used in the exhibit must have CSA or equivalent provincial power authority approval.
7. Space contracted by the exhibitor may not be sublet without the prior written permission of management. the exhibitor may not distribute literature or promotional material from a third party without the prior written consent of management.
8. The exhibitor agrees to abide by all regulations and rules adopted by management in the best interests of the show, and agrees that management shall have the final decision in adopting any rule or regulation deemed necessary prior to, during, and after the show.
9. The exhibitor will be liable for and will indemnify and hold harmless management from any loss or damages whatsoever suffered by management as a result of any loss or damages whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, the exhibitor, other exhibitors, management, the owner of the building and their respective agents, servants and employees and members of the public attending the show, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with the exhibitor's occupancy of said space.
10. The exhibitor may use the Toronto Vegetarian Association logo to promote only his/her participation at the show. it cannot be used in any way that is perceived as an endorsement by the Toronto Vegetarian Association of the exhibitor's company, product, or service without written approval from the Toronto Vegetarian Association.
11. Goods must not be shipped to the show for shipping charges to be paid on arrival as these will not be accepted by management. Management assumes no responsibility for loss or damage to goods before or during the period of the show, or after its closing.
12. The exhibitor agrees that no display may be dismantled or goods removed during the entire run of the show but must remain intact until after the closing hour of the last day of the show. The exhibitor also agrees to remove his/her exhibit, equipment, and appurtenances from the show building by the final move-out time, or in the event of failure to do so, the exhibitor agrees to pay for such additional costs as may be incurred.
13. Management reserves the right at its sole discretion to change the date or dates upon which the show is to be held and shall not be liable in damages or otherwise by reason of any such change. in addition, management shall not be liable in damages or otherwise for failure to carry out the terms of this agreement in whole or in part where caused directly or indirectly by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause whatever beyond the control of management whether similar to or dissimilar from the causes enumerated herein. In the event that the exhibit space to be used by the exhibitor should in any way be rendered unusable, the exhibitor shall pay for such space only for the period during which it was or could have been used as determined within the sole discretion of management. A refund of all monies paid by the exhibitor to management will be made by management in the event that the show is not held as proposed by management.
14. Management reserves the right to cancel this contract and to withhold possession of exhibit space if the exhibitor fails to perform any material condition of this contract or refuses to abide by the show rules and regulations, in which case the exhibitor shall forfeit as liquidation damages all space rental payments made by him /her and any further occupancy of such space.
15. The exhibitor agrees to observe all union contracts and labour relations in force, and agreements between management, official contractors serving companies and the building in which the show will take place and do so according to the labour laws of the jurisdiction in which the building is located.
16. Management reserves the right to alter or change the space assigned to the exhibitor.
17. The solicitation of cash donations is not permitted by exhibitors on Harbourfront Centre property.
18. The booking holder acknowledges that Harbourfront Centre sponsors may have exclusive on-site distribution privileges for certain products.
19. The exhibitor is subject to approval by Harbourfront Centre.
20. The exhibitor is subject to the terms of the Toronto Vegetarian Association Exhibitor Policy and other conditions of the 2011 Food Festival Exhibitor Package.

# 27th Annual Vegetarian Food Festival Exhibitor Contract

We agree to abide by all rules and regulations adopted by the Toronto Vegetarian Association (Management) and have read the Conditions of Contract as shown above. If this contract is sent to the Toronto Vegetarian Association by facsimile, we authorize the Toronto Vegetarian Association to take any and all steps as though the facsimile copy of the contract were an original.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Authorized Signature

Company Name (The Exhibitor)

Date