



FOOD VENDOR REGISTRATION

Business/Booth Name	
Contact Name	
Street Address	
City/Province/State	
Postal Code/Zip	
Telephone Number	
Cell Number	
Email Address	
Indigenous* Ancestry?	Yes ___ No ___ Copy of Status Card attached (for PST exemption)? ___
Vendor in Past Years?	Yes ___ If yes which year(s)? _____ No ___

BOOTH FEES (Prices set for 3.5 days, lower prices are non-negotiable for shorter attendance)

Participation Type. All booth spaces are 10' x 20'	Fees	Damage deposit**	Taxes***	Total
Indigenous* (Owner Indigenous AND minimum 3 Indigenous menu items)	\$450.00	\$100.00	\$27.50 GST \$71.50 HST	\$577.50 \$621.50
Non-Indigenous (<u>OR</u> Indigenous Vendor without Indigenous food menu items)	\$650.00	\$100.00	\$37.50 GST \$97.50 HST	\$787.50 \$847.50

*Canadian First Nations, Métis, Inuit. American First Nations also considered. Please attach proof of ancestry.

**Damage deposit will be returned after Festival if no damage left to grounds of food vendor

***PST exemption (to only pay GST) requires copy of valid First Nations Status Card.

FOOD BOOTH	CIRCLE	LOGISTICS	NOTES
Self Sufficient Unit?	Yes No	For trailers please specify size of trailer including hitch/tongue & specify which side hitch/tongue are located in relation to serving window PLEASE Attach Image	
Logistics Needed?	Yes No	Tent & flooring/electrical & water For special plugs (Eg. 30 amp twist) PLEASE Specify & Attach Image *Additional Costs will apply please see page 4*	



VENDOR: _____

DATES ON SITE – 3.5 DAY EVENT PLEASE CHECK ALL THAT YOU ARE ATTENDING

CHECK	DATE	LOAD IN & INSPECTION	ACTIVITY	HOURS*
	Wed, June 20	Set-up MANDATORY for Food Vendors for Education Day service. Load in hours: 9am to 8pm	Set-up	No service hours
	Thurs, June 21	OPH Inspection for Education Day is at 9am. Load in hours: 7am to 8:30am and 3pm to 6pm ONLY	Set-up/ OPH Inspection Education Day: 9am to 2pm Community Event (Indian Horse Film & Celebration Stage): 6pm to 10pm	Optional service hours: 10am to 3pm 6pm to 10pm
	Fri, June 22	Load in (for vendors not participating in Education Day) Load in hours: 8am to 10am and 2pm to 6pm only. Food Vendors not participating in Education Day must be set-up before the OPH inspection at 5pm	Set-up/ OPH Inspection Long table lunch: 12pm to 2pm Long table dinner: 6pm to 8pm Community Event (no Pow Wow): 6pm to 10pm	Optional service hours: 6pm to 10pm
	Sat, June 23	Load in available only 7am to 9:30am	Full Pow Wow & Festival, including APTN Indigenous Day Live 10am to 10pm	10am to 10pm
	Sun, June 24	Teardown: after 6pm	Full Pow Wow & Festival 10am to 6pm	10am to 6pm

* Option to stay open until 10pm with proper lighting (not provided)

MENU (Please list all food items that will be offered for sale and drinks)

If you have applied as an **Indigenous Food Vendor**, **3 items on your menu should reflect the diversity of food from Canada’s Indigenous communities)**

Attach another sheet if more space is needed.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____

NOTE

- All Food Vendors must pass the Ottawa Public Health (OPH) health inspection, failure to pass will result in closure.
- Food handlers are encouraged to obtain their Food Handler Certification through Ottawa Public Health. You can register online, or call: (613) 580-2588. If you have any questions about the course, please call Ottawa Public Health: (613) 580-6744 ext. 26160, visit their webpage: www.ottawa.ca/health or email foodhandlercertifica@ottawa.ca.
- Other valid safe food handling certificates may also be accepted.

VENDOR: _____

CHECKLIST (Items with an * are required to be sent in with your application to be considered complete)

Please attach required documents to this application	
	*Copy of Liability Insurance
	*Menu with Pricing
	*Signed "General Agreement" (keep a copy for your records)
	Food Handler Certificate (optional but recommended. At least 1 person should have this) Current Certificates from other Countries/Provinces also accepted
	Notification of Food Service at Special Events - Ottawa Public Health Form
	Copy of proof of Indigenous Ancestry

SSIF FOOD VENDOR AGREEMENT

I have read the attached "Food Vendor Information and Agreement" document and agree to follow the terms and conditions. I understand that this application to participate in the 2018 Summer Solstice Indigenous Festival & Competition Pow Wow does not guarantee acceptance. The organizing committee will make the final decision and any cash deposits of Food Vendors who are not accepted will be returned. No credit card or cheque payments will be processed until accepted by committee and guaranteed a space.

Name (Print)

Signature

Date

I agree that my participation may be photographed and/or filmed for Aboriginal Experiences for use by the Summer Solstice Indigenous Festival. Images gathered will only be used for promotional use and/or reporting on festival activities. (Images will not be reproduced for any other use.)

Name (Print)

Signature

Date

Please send this Registration Form, the Agreement Form, any supporting documents, and payment to:

By Mail: Sean Dekraker
SSIF Registration Coordinator
Festival House, 450 Churchill Ave N Ottawa, ON K1Z 5E2

By Email: registrations@ottawasummersolstice.ca

In person (BY APPOINTMENT ONLY): Please email or call to set-up appointment at above address.

If you have any questions, please call: 613-838-5558 Ext. 105

VENDOR: _____

ADDITIONAL SERVICES & FEES

To help you meet the health standards, we are offering our Food Vendors additional services & fees. Prices are for 3.5 days, lower prices are non-negotiable for shorter attendance.

ADDITIONAL SERVICES & FEES

	Size	Taxes*	Fees
	Electrical/Water Services. Includes 2 plug-ins at 15amps each on shared generator and gas. Water service includes costs for shared sinks and grey water tanks and use of potable water	\$350.00 +\$17.50 GST \$350.00 +\$45.50 HST	\$367.50 \$395.50
	Full Booth. 10 x 10ft (3 x 3m) tent for food service with flooring, 3 tables, 2 chairs, 10 x 10ft kitchen space. As per NCC Guidelines, flooring is required. (Please see Other Requirements in the Food Vendor Information & Agreement form)	\$350.00 +\$17.50 GST \$350.00 +\$45.50HST	\$367.50 \$395.50
	Participation Type (from page 1)		\$
Total Payment Due:	Add up your Participation Fee and Service Fees for your total: For Example: 1. An Indigenous Vendor needing the tent/flooring and electrical/water services will pay: \$577.50 + \$367.50 + \$367.50 = \$1,312.50 2. A non-Indigenous Vendor with own unit, needing electrical/water services will pay: \$847.50 + \$395.50 = \$1,243.00		\$

*PST exemption (to only pay GST) requires copy of valid First Nations Status Card.

PAYMENT

Amount	Payment Method
\$	Cash
\$	Cheque (payable to Aboriginal Experiences)
\$	Electronic payment to: Finance@aboriginalexperiences.com (State name of applicant/business name)
\$	Credit Card: VISA __ MasterCard __ (We do not accept American Express) Credit Card Number: _____ Card Holder Name: _____ Type: _____ Expiry Date: _____ Signature: _____