

MuslimFest

Celebrating the best in Muslim Art and Entertainment



MuslimFest 2011 International Food Festival Package

Are you looking to expand your customer base? Do you want to share your tasty dishes with the rest of the community?

We invite you to partner with our 8th annual multicultural community arts and entertainment festival. MuslimFest 2011 is to be held on Saturday, July 23rd and Sunday, July 24th at the brand new Mississauga Celebration Square.

Voted as one of Ontario's Top 100 Festivals by Festivals and Events Ontario for the fourth year, MuslimFest 2011 is expected to attract over 10,000 attendees, 250 volunteers, and 50 artists. Considering the diversity of the attendees and the uniqueness of our program, MuslimFest wishes to support an array of businesses and organizations.

Due to phenomenal response from restaurants in the GTA in the past, we will only be able to accommodate a limited number of food vendors. Our new location in Mississauga Celebration Square is well equipped with power and water access to make food service safe and accessible. This year each vendor will have access to one 15 amp circuit per tent. While we know many of you use propane BBQs, for those who need an electrical socket, make sure to sign up early to guarantee availability.

Many businesses have approached us already for Bazaar space before the release of this package, which tells us that we can count on our community's support to put together this unique effort.

Our Food Festival application is a bit lengthy. However, the length is necessary to ensure compliance with the health department and protect our attendees from bad practices in food handling.

As part of the guidelines for the new venue, all vendors' applications will have to be approved by the city of Mississauga. For this reason, **our deadline has changed**. Also, all vendors and sponsors are required to have a valid insurance certificate for the duration of the festival naming the City of Mississauga and Festive Currents as additional insured.

So, what are you waiting for? Don't delay! Fill out and submit the attached application, with your payment, before **Friday, May 20, 2011**. Please be sure to include the following:

- a) Completed application form
- b) City of Mississauga application form
- c) Environmental Health- Vendor Information Form
- d) TSSA Form (no need to submit this, but you need to have it handy in case the inspector asks for it).
- e) Proof of Insurance with City of Mississauga and Festive Currents as additional insured.
- f) Signed terms and conditions form , and
- g) Vendor fee for bazaar space (Cheques will be cashed before spots are confirmed)

We look forward to working with you and establishing a long lasting partnership.

Sincerely,
Bazaar Team
bazaar@muslimfest.com

2570 Haines Road, Unit 2, Mississauga, ON L4Y 4A3. Phone 1-877-994-3292 Fax. 905-566-1443

Website: www.MuslimFest.com, Email: info@muslimfest.com

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MISSISSAUGA
CELEBRATION SQUARE



MuslimFest 2011 Food Festival Application - July 23rd and 24th, 2011

About the Food Vendor		
Restaurant Name:		
Name of Owner:		
Name of Contact Person (if different from above):		
Address:		
City:	State/Province:	Zip/Postal Code:
Phone:	Alternative Phone:	
Fax:	Email:	
Website:		
Are you a not-for-profit group or donating your proceeds to one? <input type="checkbox"/> Yes (-15%) <input type="checkbox"/> No		
Registration Number:		
How does your restaurant stand out from all others that will apply for this Festival?		
Description of food items to be sold, pricing, and serving sizes?		
Do you have insurance? <input type="checkbox"/> Yes (Included with application) <input type="checkbox"/> No (Please send me information about insurance companies)		
Applications will be accepted without a liability insurance certificate with the understanding that it will be provided within 1 week of the application date and before the application deadline		

Vendor Type		Number of available spaces	Price
<input type="checkbox"/>	Fun Foods (Cotton Candy, popcorn, Ice cream, tea, coffee, drinks, etc)	5 vendors only	\$680
<input type="checkbox"/>	Food Stalls (Arab, South Asian, Malaysian, Somali, hotdogs, burgers, etc)	8 vendors only	\$1280
Ice Delivery Service \$8 per 12KG bag		Morning	Afternoon
	Saturday		Evening
	Sunday		
Marketing Opportunities: (Maximize your business's brand exposure by purchasing ad space in our annual souvenir booklet)			
<input type="checkbox"/> Text Business Listing +\$50		<input type="checkbox"/> Full page advertisement +\$300	
<input type="checkbox"/> ½ page advertisement +\$150		<input type="checkbox"/> 10 "Visit our Booth" slides on large screen \$200 X Quantity: = +\$......	
Parking Permits			
<input type="checkbox"/> Weekend Underground Parking Pass		\$ 15	each X Quantity: ... = + \$......
Damage Deposit (See Terms and conditions):			
<input checked="" type="checkbox"/> \$500/booth (Required) The \$500 damage deposit will be returned in full to the vendor once the rented bazaar items are returned to MuslimFest in their original condition. Please include your credit card information below to pre-authorize the damage deposit (even if paying for your booth by cheque).			
+ 13% HST			
Total Payment:			
Method of Payment:		<input type="checkbox"/> Cheque (Make payable to "Festive Currents") <input type="checkbox"/> Cash <input type="checkbox"/> Debit <input type="checkbox"/> Credit Card <input type="checkbox"/> PayPal (send payment to "funds@Muslimfest.com") Both Credit Card and PayPal payments are subject to a 5% convenience charge.	
Name on Credit Card:			
Credit Card Number:			
Expiry Date:		Card Verification Number:	
Signature:			
Application Deadline is May 20th, 2011			

Please mail or drop-off completed application and payment to:
 Festive Currents – MuslimFest 2011 Food Festival – 2-2570 Haines Road, Mississauga, ON L4Y 4A3.
You may fax your completed application with Credit Card Payment to 905 – 566 – 1443

2570 Haines Road, Unit 2, Mississauga, ON L4Y 4A3. Phone 1-877-994-3292 Fax. 905-566-1443

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MuslimFest Vendor Rules and Regulations:

1. Food vending contracts will be confirmed when MuslimFest food team issues a confirmation letter/email to the vendor.
2. Vendor Space includes a 10x10 tent, 6'x2' display table, a nylon table cover, LD sign and two (2) chairs. (no free tickets included with the bazaar since it is free to enter the event)
3. The food area will operate from 12:00 pm - 08:00 pm on both Saturday, July 23, 2011 and Sunday, July 24, 2011. All vendors are required to cease operation by 8:00 p.m. on Sunday, July 24th, 2011. As per City of Mississauga Celebration Square guidelines, all vendors must be out of the Celebration Square by 10:00 p.m. A \$50/hour per vendor will be deducted from vendor's deposits.
4. All **Commercial vendors** are required to have a vendor permit/license to sell in Mississauga. To obtain a permit, all vendors must have a valid insurance certificate listing the City of Mississauga and Festive Currents as additional insured. Festive Currents will arrange a two-day vendor permit from the City of Mississauga at no additional cost (\$46 value).
5. All meat products sold at MuslimFest has to be "certified Halal" by one of the recognized certification bodies in North America.
6. Vendors may not move from their assigned booth, encroach on another vendor's space, move their assigned booth, or move tables and chairs from other booths.
7. Allocation of tables will be determined on a first-come-first-serve basis. To ensure your spot, please submit your completed forms and payments well before the above-mentioned deadline. There will be no reservations made without payment. As the Celebration Square is still under construction, our layout map will not be available until July 1st. An approximate layout will be provided at an earlier date. All vendors understand that changes might be made after the Celebration Square is finished. We appreciate your patience and understanding.
8. Festive Currents and the MuslimFest Bazaar Committee reserve the right to assign tables in accordance with the event's policies and procedures. Food vendors and their staff are expected to maintain Islamic etiquette and courteous behavior when dealing with customers. Vendors are to support the City's Respectful Workplace policies by engaging with City personnel in a civil and courteous manner. Vendors must cease vending operation if so requested by City personnel or MuslimFest organizers due to non-compliance with vending agreement
9. MuslimFest cannot guarantee the number of meals sold. The Food Vendors are required to provide marketable meals at competitive prices.
10. Number of 15 amp electrical plugs is limited. For this reason, electricity will be assigned on first-come-first-serve basis.
11. All food must be pre-packaged and ready for serving at the event. Otherwise, a food inspector will have to approve the preparation/cooking of food on the day of the event. All food vendors must adhere to the Peel Region Health Department Guidelines attached and linked to below. On the event of a food inspection, vendors must comply with all orders of the food inspector.
12. All ads must be submitted no later than Friday, June 10, 2011. All ads should be in Jpeg or Tiff format with a minimum resolution of 300DPI.
13. Food cannot be distributed for free unless authorized in writing by Festive Currents.
14. Operators of diesel fuel trucks will not be permitted to run a vehicle at the event;
15. As a Food Vendor at MuslimFest I agree to read and follow the Peel Region Health Department food handling guidelines available here: <http://www.peelregion.ca/health/environ/htmlfiles/events-intro.htm>. All vendors Must comply will all Peel Health vendor guidelines.
16. **Damage Deposit:** This mandatory \$500 deposit covers the equipment and material assigned to the vendor against loss or damage and ensures that vendors follow the guidelines of the MuslimFest bazaar team and City of Mississauga's Celebration Square. All vendors will have to return all of their assigned equipment's to the Bazaar Management area before leaving the premises. Vendors will be charged the following for damages or missing items from their booth: Chair: \$30, Table: \$160 Tent Wall: \$40, Tent Bag: \$40. A \$50 charge for unclean booths will be deducted from the deposit as well. The remaining of the deposit will be returned to vendors 1 week after the event.
17. **Indemnity Clause:**
 - a. Food vendors and their staff indemnify and hold Festive Currents or any of its partners harmless from and against all costs, damages, judgments or legal expenses which may arise from this agreement, set-up, exhibition, participation or dismantling activities during, before and after the convention. Exhibitors also assume all risks of loss, injury, theft or damage of any kind or nature whatsoever to any exhibit or component thereof, including, but not limited to, goods, merchandise, cash, records or any other property. Further, exhibitors are expressly bound, at their expense, to repair any damage which they cause to the bazaar fixtures, the surrounding areas, and the Celebration Square through unauthorized modifications or movement of their exhibit.
 - b. Food vendors and their staff indemnify and hold the City of Mississauga and the Celebration Square harmless and respective agents against any claim or expenses arising out of the use of the exhibition premises. The exhibitor understands that neither Festive Currents nor the City of Mississauga maintain insurance covering the exhibitor's property and it is the sole responsibility of the exhibitor to obtain such insurance.

21. Festive Currents reserves the right to retract the confirmation letter and contract and therefore close any exhibit and eject any exhibitor or exhibitor's staff immediately from the Bazaar and conference who/which participate(s) in illegal or un-ethical activities, violate(s) any of the terms or conditions of this agreement and will immediately comply with instruction given by the MuslimFest Bazaar committee.

As an authorized agent of this business/organization, I have read and understood this contract, and agree to abide by its terms and conditions.

Company Name: _____

Signature: _____

Name of Owner: _____

Date: _____

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Environmental Health- Vendor Information Form

The following is to be completed by every food vendor and forwarded to the Peel Health Department. **Fax to: 905 501 0305**
Attention: Environmental Health (Region of Peel, 55 Standish Court, Mississauga, ON L5R 3B2). Make sure you include a copy of it with your application as well.

A Public Health Inspector will review this information and may contact you to discuss safe food handling practices specific to the food you are planning to serve.

All food must be obtained from an approved and inspected commercial source. No home-jarred, home-canned foods, or home-prepared hazardous food (e.g., meat) shall be used, sold or given away.

Food Vendor Information		
<i>Event Name:</i> MuslimFest 2011 July 23 rd and 24 th		<i>Location:</i> Mississauga Celebration Square
<i>Name of Temporary Food Vendor:</i>		
<i>Type:</i> <input type="checkbox"/> Preparation kitchen/ serving kitchen <input type="checkbox"/> Mobile Catering Truck or Car <input type="checkbox"/> Temporary Booth Mobile <input type="checkbox"/> Catering Truck or Car <input type="checkbox"/> Other:		
<i>Food Preparation Contact Person:</i>		<i>Phone:</i>
		<i>Fax:</i>
<i># of Food Handlers:</i>		<i># of Trained Food handlers:</i>
Food Supplies: List the types of food being sold or distributed and their source		
Food Prepared	Source of Food (Name and Address)	
Food Handling Information		
1) <i>How will food be transported to event?</i>		
2) <i>What method(s) will be used to keep cold foods cold/hot foods hot during transportation?</i>		
<input type="checkbox"/> not applicable <input type="checkbox"/> Refrigerated truck <input type="checkbox"/> Insulated container with ice/ice packs <input type="checkbox"/> Insulated container for hot foods <input type="checkbox"/> Mechanical refrigeration <input type="checkbox"/> Other:		
3) <i>What equipment will be used to reheat food prior to hot holding?</i>		
<input type="checkbox"/> Microwave oven <input type="checkbox"/> Grill/BBQ <input type="checkbox"/> Stove Top <input type="checkbox"/> Fry Pan <input type="checkbox"/> Oven <input type="checkbox"/> Other:		

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<p>4) What type(s) of heating equipment will be used to maintain hot foods at 60°C (140°F) or hotter while on display? <input type="checkbox"/> Chafing dish <input type="checkbox"/> Sternos <input type="checkbox"/> Electric hot holding unit <input type="checkbox"/> Steam table <input type="checkbox"/> Oven <input type="checkbox"/> Other:</p>
<p>5) What methods will be used to keep cold foods cold at 4°C (40°F) or colder during display? <input type="checkbox"/> Not applicable <input type="checkbox"/> Ice <input type="checkbox"/> Mechanical refrigeration <input type="checkbox"/> Ice packs <input type="checkbox"/> Other:</p>
<p>6) Do you have a probe thermometer to check the internal temperature of hot and cold hazardous foods for the event? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>7) Is ice used for chilling food and canned or bottled drinks not mixed with ice used for serving in drinks? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>8) Do you have ice tongs or a metal or plastic scoop for handling ice? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>9) What methods will be used to protect foods, including condiments from contamination during display? <input type="checkbox"/> Food grade wrap <input type="checkbox"/> Lid <input type="checkbox"/> Pre-packaged condiments <input type="checkbox"/> Sneeze guard/shield <input type="checkbox"/> Enclosed cabinet/container <input type="checkbox"/> Other:</p>
<p>10) Is there a separate hand washing basin provided in the food handling/food preparation area? (If you have your own sink, please select Yes as well) <input type="checkbox"/> Yes - fixed sink <input type="checkbox"/> Yes - portable sink <input type="checkbox"/> No</p>
<p>11) Do you have a supply of liquid hand soap and paper towels for hand washing sink(s) in the food handling/food preparation areas of the event? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>12) Please indicate what equipment/supplies you have for washing and sanitary food preparation and food serving utensils at event. <input type="checkbox"/> Two-compartment-sink <input type="checkbox"/> Three-compartment-sink <input type="checkbox"/> Dishwashing detergent <input type="checkbox"/> Commercial dishwashing machine <input type="checkbox"/> Bleach (disinfectant) <input type="checkbox"/> Other:</p>
<p>13) Do you have durable, waterproof and rodent proof garbage bins to adequately store food waste until final disposal? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>14) Do you have portable water in adequate supply for hand washing, food preparation and drinking? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>For Public Health Inspector Use Only</p>
<p>Date: (dd/mm/yy)</p>
<p>Print Name:</p>
<p>Signature:</p>
<p>Health Inspector</p>
<p>Phone:</p>

TSSA Form

Important Safety and Cost Saving Information for Food Vendors

You can ensure personal/worker/public safety and potentially save yourself some significant costs by spending a few minutes to read over the attached information on safe use of cooking equipment. An inspector from the Technical Standards and Safety Authority (TSSA) will be visiting the upcoming event, and he/she will be inspecting fuel burning cooking equipment for compliance.

The TSSA is an Administrative Authority empowered under the Safety and Consumer Statutes Administration Act, 1996 to administer and enforce the Technical Standards and Safety Act 2000 and its Regulations. The Act and its related Regulations and applicable Codes regulate the installation, use and maintenance of fuel burning heating & cooking equipment from a safety perspective. TSSA is self-funded, not-for-profit safety organization which delivers safety programs and services on behalf of Ontario the Ministry of Consumer and Business Services.

The Technical Safety and Safety Act 2000 is public safety legislation. For public safety reasons it is imperative that the requirements of the Act and its regulations are complied with. Compliance Audits at public events such as this one reinforce that high safety standards must be maintained. They provide a measure of assurance that food vendors are utilizing equipment in a compliant manner. They also act to ensure that all industry members are operating on the same playing field.

How to Save Money?

TSSA is self-funded, not-for-profit safety organization, which recovers its cost from the individuals and companies it regulates. Vendors will not be subject to cost recovery if the equipment is compliant at the time of the audit by a TSSA Inspector. In order to assist you with identifying non-compliances, we have attached a copy of the Mobile Food Service Vehicle Checklist. Take time to read it over prior to attending the event to be certain that your equipment meets these requirements. If you have questions regarding these requirements, you can contact TSSA at 1-877-682-8772

If your appliance is not certified

TSSA can assist you, as they have the authority to certify your equipment if it meets the requirements. The certification of an average appliance will cost approximately \$500. Check the TSSA website www.tssa.org for the application and details of our field approval service.

Legal Authority

For those who are interested in reading about TSSA, and our legal ability to conduct audits or invoice for our services, please see the attached notes, or visit our web site at www.tssa.org.

Applicable Clauses of TSSA Act

The authority for TSSA's Inspectors to carry out inspections is found in the Act. Section 17 (1) of the Act permits inspectors at any reasonable time to carry out an inspection to determine if the Act and the regulations are being complied with.

Under Section 19 (I) of the Act every person is obliged to facilitate any entry, inspection, examination, test or inquiry by an Inspector in the exercise of his or her powers and duties under the Act and pay the required fees in connection with an inspection, examination, test or inquiry. In addition under Section 19 (3) of the Act, if an Inspector requires that a record or other thing be produced for inspection, "the person who has custody of it shall produce it and, in the case of a record, provide any assistance that is reasonably necessary to interpret it or produce it in readable form".

Under Section 20 (1) of the Act no person shall "hinder, obstruct or interfere with an inspector conducting an inspection, refuse to answer questions on matters relevant to the inspection or provide the inspector with information relevant to the inspection that the person knows to be false or misleading."

Under Section 37 (1) of the Act a person who:

- contravenes or fails to comply with any provision of the Act or the Regulations or
- contravenes or fails to comply with an order or requirement of an Inspector or obstructs an Inspector

is guilty of an offence and on conviction liable to a fine of not more than \$50,000.00 or to imprisonment for a term of not more than one year, or to both, or if the person is a corporation, to a fine of not more than \$1,000,000.00. Also under Section 37 a director or officer of a corporation has to duty to take reasonable care to prevent a corporation from committing such offences. If such director or officer fails to carry out that duty, he or she is guilty of an offence and on conviction liable to a fine of not more than \$50,000.00 or to imprisonment for a term of not more than one year, or to both.

Mobile Food Service Vehicles Checklist

Owner/operator	
Telephone	
Location	
Appliance type	
Manufacturer	
Model#	
Serial#	

Checks	Acceptable	Unacceptable
Appliance is certified by an acceptable Canadian Listed approval agency and is approved to operate on propane.		
Confirm the appliance is installed in accordance with applicable provisions of the B149.1-00 Natural Gas and propane) installation Code and the Ontario Regulation 212/01 (Gaseous Fuels)		
Propane tubing/piping/hoses and fittings are connected correctly and leak free. Required test lao to be attached to piping/tubing/hoses.		
Propane piping/tubing/hoses are protected from damage.		
Minimum clearance to combustibles from appliances is achieved in accordance with 8149.1-00 Natural Gas and Propane installation Code		
If cylinder is stored in a cabinet, assure cabinet is ventilated with 3m clearance to sources of ignition and mechanical air intakes		
Check date on cylinder (<10 years old) and that cylinder reliefs openings are the proper distance from sources of ignition (3m) and building openings (1 m) and mechanical air intake (3m)		
Propane storage areas are posted with "No Smoking Signs", cylinders are protected against vehicle impact (by location or acceptable barrier), not obstructing any point of egress from a structure and have the required clearances to structures, thoroughfares and sidewalks, adjacent properties		
Assure all controls and regulators are approved, installed, vented and secured in the correct position		
All cylinders are secures against toppling and maintained in an upright position		
If a water heater has been installed, water tank shall be approved also and installed in compliance with manufacturer's certified instructions and B149.1 and B149.2 Codes		
All closed water heating systems are equipped with a temperature and pressure relief valves		
If the vehicle is equipped with onboard fuel container(s), there shall be a permanent caution label in the vicinity of refueling connection stating: CAUTION FIRE/EXPLOSION/BURN HAZARD. EXTINGUISH ALL PILOTS AND BURNERS BEFORE REFUELLING		
Lighting instructions are posted/available in the vicinity of appliance.		
Records of training held by all persons disconnecting and reconnecting cylinders.		
Appliances are installed on a stable and secure base.		

Checks	Acceptable	Unacceptable
Leak test was completed and required test tag attached to piping		
Manifold pressure set to manufacturer's specifications and input of appliance is correct per rating plate		
Operational test of safety controls i.e. high temperature limits, flame failure etc		
Proper venting system (fryers and griddles)		
Adjacent combustible surfaces including fuel hoses have required clearance from appliances and no surface temperature exceeds 130degrees F.		
The appliance is clean and in a good state of repair		

Contractor's name	
Contractor's Registration number	
Technician's name	
Technician's certificate class/#/expiry date	

Statement of Compliance

I _____ a Gas Technician 1 or 2 confirm the above-identified equipment is operating in a safe manner and meets the requirements of the Technical Standards and Safety Act and Ontario Regulations 212/01 and 211/10.

Signed: _____ Dated: _____

Notes:

1. Each individual appliance must have its own checklist.
2. A Gas Technician 2 or 1 can only complete operational checks.
3. The checklist must be made available to the inspector at the time of audit.