

Savor

An Evening of Tantalizing Taste Buds

Food Exhibitor Contract
Vermilion Regional Centre
October 31, 2024

Open to the public at 7:00 p.m.

Confirm registration previous to October 31, 2024

The Good Life Institute (GLI) invites you to exhibit at the 2024 SAVOR Event to be held on the evening of November 15, 2024 at the Vermilion Regional Centre.

Who Should Exhibit: Businesses involved in catering and food consumption that wish to showcase their talents.

Contract: The following rules become binding between the applicant (Exhibitor), its employees and agents, and The Good Life Institute (GLI), and any additions and/or amendments thereto that may thereafter be established or put into effect by the GLI Committee.

Reimbursement: At the door, attendees will be charged \$3 per food sample ticket. Vendors will be required to keep track of their own tickets in a jar provided by the Goodlife Institute. At the closing of the event, jars will be collected by the GLI, counted and Vendors will be reimbursed 50% (\$1.50 per ticket) the following week.

Exhibit Information:

- Provide us with the number of tables you will require.
- Personal table and/or cooking devices are allowable but must follow Food Safety Regulations.
- Electricity is available but must be brought to the attention of the GLI before hand.
- Due to space limitations, freight cannot be shipped for storage prior to the event.
- Space is assigned and will not interfere with other vendors space.

Set Up Schedule:

- Set up of the event will commence at 2 p.m. the day of. Vendors are welcomed to bring their materials at any time following this, but **MUST** be fully set up by 6:30 p.m. Food needs to be prepared to be served for 7:00 p.m. and will be served until 10:00 p.m.
- Ensure that the GLI is aware of your set up needs previous to the event.

Exhibition Format:

- Sales materials such as signage, business cards, price lists and upcoming events is permitted.
- Please prepare plated samplings / appetizers. We will provide you with an approximate number to prepare for within the week of the event. Plating sizes and items are to the discretion of the vendor. Your prepared platings will be provided to the patrons in exchange for a sampling ticket. One ticket per patron.
- Plates, napkins, and cutlery are the responsibility of the vendor.
- Volunteers will be available for the set up of facility and clean up of facility.

Exhibitor Recommendations:

- There are no requirements in regards to your selected product but the intent of the event is to showcase your variety and talent.
- Know your product. Send experienced staff or yourself.
- Recommend keeping your foods appetizer sized and easy to dish.
- Please bear in mind the required food safety temperatures being recorded and knowledge of preparation, sitting times, hand washing stations, etc., staying within the bounds of the Food Regulation, Food Retail and Foodservices Code. A “Special Event Vendor Notification” form from Alberta Health Services will need to be completed and submitted to the event coordinator.

Sale of Merchandise:

- Selling of additional food products is permitted but you are responsible for your own cash float and methods of payment.

Space Assignment: Spaces will be assigned to exhibitors according to a priority system based on earlies received contract. Every effort will be made to assign exhibitors to their chosen space. However, the GLI reserves the right to make space assignments or change space assignments after acceptance of the contract should it be deemed necessary and in the best interest of the exhibition.

Exhibit Standards: The GLI shall have the right to prohibit any exhibit which, in its opinion, is not suitable or in keeping with the character or purpose of the vendor exhibition. Questionable exhibit shall be modified at the request of the GLI. The GLI decision is final.

Safety: Any electrical equipment, including signs and lights, should be in good operating condition and able to pass inspection of the local fire department. Each exhibitor agrees to be knowledgeable and responsible regarding ordinances and regulations pertaining to health. Fire prevention and public safety while participating in this exhibition.

Use of Exhibition Space / Promotional Items Policy: Exhibitors shall reflect their company’s highest standard of professionalism while maintaining the space during exhibition hours. The space must be maintained by one company representative at all times during exhibition hours. All demonstrations and exhibits must be confined to the contracted space. No exhibitor shall assign, sublet, or share the whole or any part of this space without the GLI prior approval.

Security / Liability / Insurance:

(a) The GLI, the official service contractors, the exhibition facility, their members, the representatives and/or employees thereof will not be responsible for injury, damage or loss that may occur to the exhibitor or the exhibitor’s employees or property, from any cause whatsoever whether, prior, during or subsequent to the period covered by this application / contract.

(b) The GLI, its agents and employees , will not be liable for failure to hold the exhibition as scheduled. Payments for exhibition space will be returned if the exhibition is called off due to fire, any act of God, public enemy, strike, epidemic, any law, regulation, or public authority which makes it impossible or impractical to hold the exhibition. Any actual expenses incurred in connection with the exhibition will be deducted from the refund.

(c) Exhibitors agree to maintain such insurance that will fully protect the GLI and its representatives from any and all claims of any nature whatsoever, including claims under Worker Compensation Act and for personal injury, including death, which may arise in connection with the installation, operation or dismantling of the exhibitor's display.

(d) Damage to inadequately packed property is the exhibitor's own responsibility.

(e) Damage to the facility housing the exhibition caused by or done by the exhibitor shall be replaced or repaired by the exhibitor. Additionally, the exhibitor agrees to protect, save and hold harmless the GLI and the exhibition facility of and from any loss, liability and/or damage whatsoever, caused to the facility housing the exhibition or any part thereof directly or indirectly.

(f) Exhibitors are advised to add on their existing insurance a portal-to-portal rider protecting them against loss/damage to their materials by fire, theft, accident, etc.

INSTRUCTIONS TO VALIDATE CONTRACT:

1. The Contract must be signed and received no later than October. 31 2024.
2. A "Special Event Vendor Notification" form from Alberta Health Services will need to be completed and submitted to the event coordinator.
3. All rules and regulations governing this exhibition will be strictly enforced.
4. This contract will not be validated unless complete information is provided including an authorized signature.
5. The products/services shown are those that rightfully represent your company and those that we propose to exhibit.
5. The GLI controls all admissions of persons. All persons visiting the exhibit area will be admitted according to the rules and regulations of the exhibition or as amended by the GLI.
6. Any and all matters and questions, not specifically covered by the articles in this contract shall be subject to the decision of the GLI. The decision of the GLI is final. The aforementioned items covered by this contract may be amended at any time by the GLI in the interest of the exhibition and notice therefore shall be binding on exhibitors equally with the foregoing rules as set forth in this contract.
5. Completion of **Special Event Vendor Notification**

I / WE HAVE READ AND AGREE TO ABIDE BY RULES AND REGULATIONS IN THE CONTRACT (ATTACHED):

Authorized signature: _____

Title: _____ Date: _____

Thank you for your cooperation!

The Good Life Institute

Paige Jaremco, Coordinator

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