



**FCCM Cultural Centre**  
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**Date: June 28<sup>th</sup> (5:00 PM – 11:00 PM), June 29<sup>th</sup> (11:00 AM – 11:00 PM), June 30<sup>th</sup> (11:00 AM – 5:00 PM)**  
**Taste of Asia 2024 Non-Food Vendor Application Form**

**Required Documents Checklist (All Documents must be submitted before the Event Date)**

Photo of Booth and Signage (Due: Sign Up)    General Liability Insurance (Due: May 28th)

**Vendor Information**

**Booth Name (MUST Match all signage and public health form\*):** \_\_\_\_\_ **Booth Number:** \_\_\_\_\_

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_ **Alternate Email:** \_\_\_\_\_

**Description of products and services (FCCM holds EXCLUSIVE rights to the sales of ice to vendors\*\*):**

**Onsite Contact Information**

**First Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Propane Usage:**    Yes    No   \* *If yes, a TSSA propane certificate must be provided to us (Please Check Page 3 for Propane/TSSA Details)*

**Generator Usage:**    Yes    No   \* *Vendors are responsible for their power source*

**Additional Notes:** \_\_\_\_\_

**Site clearance deposit Cheque Payable to (Please Print)** \_\_\_\_\_ **Cheque#** \_\_\_\_\_

Rentals (Rented Items must be picked up at the information booth on the day of the festival)	Price	QTY	Total
10' X 10' Booth space (Required) <ul style="list-style-type: none"> <li>Penalty for the usage of space greater than 10'x10': \$2000</li> </ul>	\$1500		
One Second-hand 10' X 10' Tent Rental (Setup Included) <ul style="list-style-type: none"> <li>120 in W x 120 in D x 112 in H / 304.8 cm x 304.8 cm x 284.5 cm</li> </ul>	\$400		
One Second-hand 10' X 10' Tent Rental (Setup Not included)	\$250		
One Table Rental (Dimensions: 2.5ft L x 6.5ft W x 2.5ft H)	\$100		
One Chair Rental (Dimensions: 1.5ft L x 1.25ft W x 2.5ft H)	\$30		
One Small Camping Light Lamp Rental (For Friday and Saturday Evening)	\$85		
Generator– 15 AMP <ul style="list-style-type: none"> <li>Power will be provided through a single plug (power bar not included)</li> <li>Power will be only provided during the festival times. Overnight power will not be provided</li> <li>No Refunds for cancellation a month before the festival and for power shortages</li> </ul>	\$450		
General Liability Insurance (For <i>each</i> booth space) <ul style="list-style-type: none"> <li>Limited liability of 2 million dollars</li> <li><b>A general liability insurance certificate must be provided before the event.</b> Failure to provide insurance before the event will result in no attendance at the festival</li> </ul>	TBD		
<b>Subtotal</b>			
<b>13% HST</b>			
Site Clearance Deposit for <i>each</i> booth <ul style="list-style-type: none"> <li>Refundable upon satisfactory site clearance <b>ONE MONTH AFTER</b> the event</li> <li>Refunds will not be provided for cancellation <b>ONE MONTH BEFORE</b> the event</li> </ul>	\$500		
<b>Total</b>			

Please make a cheque payable to **FCCM** in the amount of (Applications are not binding until paid in full **at the Cultural Centre**)

**Total: \$** \_\_\_\_\_ **Paid by:**    EMT    Cash    Credit    Cheque # \_\_\_\_\_ **Date:** \_\_\_\_\_

\* *If the provided booth name does not match other forms, the organizers and public health reserve the right to remove you from the festival.*

\*\* *FCCM reserves the right to make necessary amendments.*

\*\*\* *AT LEAST ONE CERTIFIED FOOD HANDLER MUST BE ON-SITE AT ALL TIMES DURING OPERATIONS. (Fine of up to \$25 000)*

## Taste of Asia 2024 Vendor Contract

### 1. Compliance with Laws and Regulations:

- The Vendors must comply with all Federal, Provincial, and Municipal laws and by-laws, including health and fire safety, as well as event organizers' regulations.

### 2. Health and Safety Regulations:

- All food Vendors must complete and submit the York Region Public Health form to [health.inspectors@york.ca](mailto:health.inspectors@york.ca). Failure to do so will result in denied entrance with no refund.
- On-Site Public Health Inspectors have the authority to remove vendors from the festival.

### 3. Product and Service Compliance:

- The Organizer has the authority to stop Vendors from operating if they sell or promote products and services other than those stated in the Vendor Application.

### 4. Signage and Booth Matching:

- Vendors must provide photos of all signage, including tents, signs, and banners, matching the booth name on the public health form.

### 5. Amenities and Waste Management:

- Access to amenities, including electricity, water, and grey water disposal, is not provided. Vendors must bring and remove all necessary amenities.
- Vendors must not dispose of oil residues, cardboard, and garbage on the streets or in public bins.

### 6. Booth Clean-Up:

- Vendors are responsible for cleaning and removing unused items and debris from the booth area after closing each night.

### 7. Lease and Assignment:

- Vendors shall not assign any rights under this agreement or lease any part of the rented space to a third party.

### 8. Refund Policy:

- No refunds for booth spaces under any circumstances two months before the event date, including but not limited to weather conditions.

### 9. Food Handling and Operation:

- Staff with Food Handler Certificate must be present, and the booth must operate throughout the event.
- Vendors cannot have volunteers operating at the booth.

### 10. Promotion Limitations:

- Vendors are prohibited from soliciting, selling, promoting, or displaying products and materials beyond their booth space.

### 11. Exclusive Rights and Restrictions:

- The organizer reserves exclusive rights to the sale of ice. Vendors are allowed to bring their own ice for personal use; however, they cannot sell it to other vendors.
- No Vendors shall sell or distribute helium-filled balloons.
- Power won't be available until the load-in is complete; any power outage-related expenses are the Vendor's responsibility.

### 12. Event Logistics and Compliance:

- Vendors must abide by all move-in/out procedures, adhere to any schedule changes, and comply with venue spacing instructions provided by the FCCM/Taste of Asia Team.
- No large trucks are allowed for load-in and load-out. The maximum size permitted is a cargo van (max length 20 feet). If a truck is used, vendors must load and unload outside the site in the parking lot and move the items by foot.
- Power won't be available until the load-in is complete due to cables linked up on the road, as well as after ESA inspection.
- After the move-in process is completed, vendors must promptly move their vehicles out of festival premises.

## Taste of Asia 2024 Vendor Contract

### 13. Closing Time, Noise Regulations, and Megaphones:

- No Vendors shall continue selling after the closing time stated on the application form.
- Vendors must comply with noise regulations (loud noises exceeding 85 dBA are not permitted).
- Megaphones will not be allowed.

### 14. Environmental Compliance:

- Vendors must comply with the Zero Waste Policy enforced by the City of Markham, whereby Styrofoam is strictly prohibited.

### 15. Liability and Insurance:

- Organizer is not responsible for personal injury and lost/stolen property of vendors.
- Vendors are required to provide valid general liability insurance coverage (Commercial General Liability) for their booth and operations during the festival. Proof of insurance must be submitted to the organizers no later than one month before the festival. If a vendor fails to provide proof of general liability insurance by the specified deadline, the organizers reserve the right to deny the vendor access to the premises.

### 16. Propane Usage:

- All Vendors must fulfill the TSSA requirement and regulations to use propane.
- Visit <https://www.fsntesting.com/propanefuelstraining> for training and certification (Propane Barbecue Awareness).

### 17. Contract Violation Penalties and Vendor Removal:

- If any contract terms are broken, as determined by Taste of Asia staff, Vendors will incur penalties of \$500 up to \$2000 plus municipal penalties and a permanent blacklist.
- The Organizer reserves the right to remove vendors from the premises for violations of the contract terms.

### 18. Deposit Refund Policy:

- A refundable deposit is required to secure your booth space. Refunds for deposits will be processed and made available for pickup starting one month after the conclusion of the festival.
- Vendors will be notified via email when their deposit refund is ready for pickup.
- If the deposit is not picked up within six months from the date of the notification email, it will be considered forfeited, and no refund will be issued.

### 19. Food Truck Restrictions:

- Food trucks cannot be moved after load-in and cannot leave until the event ends.

**By signing this document, the applicant attests to have read all requirements set out in the application and agrees to be bound by the Terms and Conditions set out above**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

\_\_\_\_\_  
Date

Client Handled and Followed up by: \_\_\_\_\_

Approved by: \_\_\_\_\_