



Prince Rupert Special Events Society
PO Box 306 Prince Rupert, BC V8J 3P9
1000 McBride Street
250.624.9118 Fax: 250.624.9218
prspecialevents@citywest.ca
www.prspecialevents.com
Facebook.com/prspecialevent

Prince Rupert Special Events Society Vendor Requirements

- 1) Refer to the Northern Health guideline using the following links to review whether or not your booth requires a temporary food permit.

<https://www.northernhealth.ca/services/environmental-health/food/temporary-food-permits-and-markets>

- i) If required ensure that application to Northern Health is submitted with appropriate processing time (14 days) to ensure that all proper documentation is on file with Prince Rupert Special Events when submitting vendor application
 - ii) Any table/tent area serving food, even if not required to have a temporary food permit, should ensure that necessary supplies are on hand to ensure sanitation of the serving area and proper serving implements
 - iii) All set-up must be complete prior to the commencement of serving food and the event.
 - iv) You are permitted to take down prior to the official end of the event provided your take down, included but not limited to movement of vehicles interferes with any other vendors or events.
- 2) Your area is limited to a size of 15ft by 15ft. Should your table/tent area extend beyond you may be charged a second full vendor fee.
- 3) You are required to provide adequate garbage containers for your area. Excessive mess left around designated area may result in you being unable to submit an application to future events.
- 4) Vendors must supply their own equipment, materials and power. All equipment, merchandise and displays are erected and left at owner's risk. All BBQ's must have extra wide and extra thick cardboard mats around them and under them to catch the grease splatters.



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Canada Day 2022

VENDOR PERMIT APPLICATION

Friday, July 1st, 9:30pm to 11:00pm at Mariners Memorial Park

Name of Club or Group: _____

Mailing Address: _____ Postal Code _____

Principal Contact Person at the event: _____

Telephone: Work _____ Home _____

Cell _____ Email _____

(we will contact by email next year)

General Vendor: Describe your activity: _____

Food Vendors: Foods for sale: _____

****If you would like to be a food vendor you must have your Application for Temporary Food Permit to Northern Health Authority by June 22nd at the very latest. Thank you.**

FEE: \$50.00 per vendor

RETURN THIS FORM AND FEES PAYABLE TO: **Prince Rupert Special Events Society**

INDEMNITY AGREEMENT

In consideration of this permit, I/we waive and release any and all rights of claim for damages, I/we may have or acquire against the Prince Rupert Special Events Society, Seafest Committee, or the City of Prince Rupert for any and all injuries and damages caused to or by me/us. I/we have read the rules governing this permit and agree to abide by same. I/we understand that failure to do so will void this permit and our fee will not be refunded. It remains the sole responsibility of the participants to act and govern themselves in such a manner as to be responsible for their own safety.

 Signature - Club/Group Representative

 Print Your Name

.....
Office Use Only

Date Received _____

Staff Initial _____

Vendor Fee \$ _____ Cash _____ Cheque _____ e-Transfer _____

#

Temporary Food Permit received: _____

FoodSafe certification received: Name: _____ Name: _____