



APPLICATION PROCEDURE WORLD CAFÉ 2011 HARBOURFONT CENTRE

Thank you for your interest in the World Cafe at Harbourfront Centre! Here at Harbourfront Centre we are proud to present a variety of festivals incorporating music, dance, visual arts, film, and special events such as our International Marketplace. Food has always been a vital component of our festivals and has proven to be very popular with our audiences. Food vendors will be housed in the **brand new** World Café. This season we are proud to present a completely redesigned World Café! Please read the package carefully to see all of the great features!

Operating a successful food booth at the World Café requires a lot of advance planning and hard work. If chosen as a vendor, we encourage you to plan your food supply and preparation carefully, as well as ensure that you have enough staff for the weekend as the hours are generally long. Our expectations of food vendors are that they will display and sell a variety of food appropriate to the festival theme in a unique and tantalizing presentation that will appeal to our audiences and your customers. All revenue you generate is yours to keep.

As we are constantly growing and evolving, there is always going to be change, and this season is no different! We have now implemented a new booking system for this programme, which *requires* full and complete information. **Please take the time to carefully read and fill out all pages of this package.**

Please insure that the following items are submitted with your application:

- Vendor Profile and Payment Information
- Menu
- Booking Form
- Down payment – **DUE UPON RECEIPT OF APPLICATION**
- Proof of Insurance – **DUE BY THE VENDOR MEETING**

Incomplete applications will not be accepted and will be returned to the vendor for completion.

What does Harbourfront Centre offer vendors?

We have a 10-acre lakeside setting, FREE weekend festivals all summer long, 12 million annual visitors and so much more! We have a team of wonderful staff who look forward to working with you throughout the season. We also offer:

- Vendor Coordinator
- Assistant Vendor Coordinators, on site each weekend working to insure that everything goes smoothly
- Licensed World Café
- Overnight Security Staff
- Access to WiFi
- One mandatory fire extinguisher
- So much more! Please read further for a full listing of what is included!

A down payment of \$500 for each weekend selected must accompany your application. Late applicants should contact Sandra Whiting by phone at 416-952-1273.

The \$500 down payment will be processed **only** if your application is successful. A telephone call to **NEW** vendors will confirm that they have been accepted, which will then be followed by a formal notification by mail to **all** vendors by **Friday, April 15, 2011**. Due to the high volume of applicants, please **do not call** to enquire about the status of your application. If you are not selected, your cheque will be returned to you. Failure to thoroughly complete the form could result in your application being declined. Your cooperation is most appreciated.

Sincerely,

Sandra Whiting, World Café Coordinator

Harbourfront Centre
York Quay Centre
235 Queens Quay West
Toronto, ON M5J 2G8

heart of toronto's waterfront



International Market
T: 416-952-1273
F: 416-973-8729
E: vendors@harbourfrontcentre.com

DATES TO REMEMBER

March 1, 2011	Application submission deadline with down payment (due upon receipt of application).
March 7-25, 2011	Taste-Testing for new vendors and a random selection of returning vendors <i>Returning vendors will be notified by telephone if you have been selected for a taste test.</i>
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FOR LATE APPLICATIONS PLEASE CALL FOR AN APPOINTMENT

WORLD CAFÉ 2011 - INFORMATION SHEET

1. Where is the World Café?

The World Café is located in the old Lakeside Terrace Tent on the south side of Ann Tindal Park, Harbourfront Centre's main activity area at 235 Queens Quay West. The World Café is north east of the WESTJET Stage and houses 6 vendors.

2. What is provided to the vendor?

Harbourfront Centre provides one 16' x 16' booth. Please refer to the Rules & Regulations for a complete list.

3. Do I need insurance? **MANDATORY**

Yes! It is **mandatory**. Proof of insurance is due upon acceptance of your application. Each vendor must have two million dollars liability insurance. Harbourfront Centre should be listed as "additional insured, Harbourfront Corporation (1990)".

4. How do I enter the site to unload?

Vendors are allowed 30 minutes only to park and unload their supplies on Harbourfront Centre property. Security staff will be located at the gate to the entrance of the market. Entry to the World Cafe is at the gate of the laneway located on the west side of York Quay Centre (east side of Marina 4).

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No. You must use one that is provided to you by Harbourfront Centre.

PLEASE NOTE: NO beverages (water, coffee, tea, etc.), hamburgers, waffles, pancakes, French fries or ice cream are permitted to be sold at the World Café booths. You may only sell items approved by the Vendor Coordinator.

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SUMMER 2011

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The following are operational regulations for groups/individuals who prepare food and/or serve food to the public on Harbourfront Centre premises.

- Harbourfront Centre reserves the right to refuse booth space to anyone.
- Harbourfront Centre reserves the right to cancel the vendor agreement or to eject any vendor from the premises who is behaving in an objectionable fashion and the vendor waives any right and all claims for damages or compensation by reason of Harbourfront Centre exercising this right.
- Harbourfront Centre summer festival attendance and participation are dependent upon weather conditions, demographics and a variety of other factors. Therefore, Harbourfront Centre cannot be held liable for a lack of success for individual vendors and/or poor food sales based on attendance or customer preferences.

1) FOOD HANDLING

- Food must be handled and presented in a clean, well maintained environment with food handlers wearing clean outer garments and maintaining a neat, tidy appearance.
- Food handlers must follow good personal hygiene practices by washing hands appropriately and as often as required.
- Food is to be prepared and served on a washable table surface. Use separate work tables or surfaces for the preparation of raw food and ready-to-eat food, to prevent cross-contamination.
- Gloves use is not recommended unless the food handler has a minor cut or burn. **GLOVES ARE FOR SINGLE-USE ONLY AND YOU MUST USE NEW GLOVES WHEN YOU ARE CHANGING PROCESSES** (i.e., handling raw food to ready-to-eat food).
- Only personnel directly involved with food preparation and service are permitted behind the food counter(s). **No minors are allowed.**
- Hot food must be kept at temperatures of 60°C (140°F) or over. Cold food must be kept at temperatures of 4°C (40°F) or under. Perishable food must be stored in mechanical refrigerators, coolers, or other acceptable means.
- Food must be protected from contamination by shields (i.e. plastic covers), containers, or other means (i.e. aluminum foil) if maintained and replaced as necessary.
- Garbage must be regularly cleared from immediate serving area and placed in containers provided. At end of day, all food must be cleared away and properly stored off premises; all utensils washed, and all equipment left in a clean orderly manner.
- Prepared food may not be kept on the ground in boxes or containers.

1a) CLEANING AND SANITIZING

- All surfaces are to be cleaned after use with single-use paper towels and a sanitizing spray rinse. The following bleach and water mixture can be used: 5ml/1teaspoon of household bleach mixed with 1 litre/4 cups of water.
- This solution should be placed in a labeled spray bottle
- Spray all surfaces with the bleach sanitizer after they have been cleaned.
- Allow the bleach mixture to sit on surfaces for at least 45 seconds, before wiping. Do not rinse surfaces after sanitizing. This concentration of sanitizer will not harm food or individuals consuming the food.
- Special Events are events where food is prepared and sold to the public and occur once a year for the duration of less than 48 hours. All food must be an approved source and prepared in approved food premises such as restaurants, community hall kitchens and church hall kitchens. **You cannot serve food that is prepared at home.** Only single-service items (i.e., paper plates and cups are allowed for serving the customers.

1b) FOOD PROTECTION REQUIREMENTS

- Ready-to-eat and raw food must be transported in a manner that will protect food from contamination and proper temperatures must be maintained (i.e. coolers)
- Condiment containers are required to have self-closing lids and separate dispensing utensils.
- A probe thermometer is required to check the internal temperatures of hazardous food.
- A thermometer is required to be stored in all cold holding units. This includes mechanical refrigeration and coolers.
- All food must be protected from contamination at the event (i.e. covered and off the floor at least 15 cm/6 in.)
- **Heat lamps are not allowed.**

2) EQUIPMENT – NEW!

- Each booth will be equipped with Natural Gas. Vendors are **not** permitted to bring charcoal or propane.
- Each booth will also be equipped with the following: Oven, Stove, Grill, Deep Fryer, Multi-compartment Sink, Refrigerator, Freezer, Multi-compartment Steam Table and a Hand Washing sink.
- Access to additional electrical outlets is provided
- Vendors will not need sneeze guards in this new facility
- More details regarding the equipment included will be provided in the acceptance package.

3) FOOD VENDING BOOTHS / AREA

- Harbourfront Centre will provide one 16' X 16' food booth, equipped the items listed above.
- **It is important that all spent cooking oils and cooking grease must not be poured into our sinks.** We provide a grease drain at each booth. We also provide garbage containers and garbage bags for disposal of solid waste material.

- **Food vendors must provide their own hand soap.**
- **Decor:** Harbourfront Centre **requires** each vendor to decorate their booth in a way that will complement the programme. Decor items can only be taped or tied on. Staples, nails, screws, or pins cannot be used. All decor items must be removed at the end of the vending contract.
Please note: If the vendor is contracted to return for more than one weekend, Harbourfront Centre cannot be responsible for decor left on site between contracted weekends.
- Vendors may not exceed their booth perimeter in order to maintain safe traffic flow through the World Cafe.
- Food booths will be cleaned prior to vendor arrival. At the end of the weekend, vendors are expected to leave their booth and all equipment clean and the immediate area free of garbage and debris.

4) ELECTRICAL SUPPLY

- Vendors will not be permitted to use any electrical equipment which is deemed faulty or unsafe. This includes equipment with frayed or improperly repaired wires.
- **Harbourfront Centre staff will inspect all equipment upon arrival to site.**
- **Vendors are not permitted to use their own electrical power bars.**

5) MENUS

- In the interest of providing the public with a variety of food choices, we request that you provide us with an itemized menu of what you intend to serve from your food booth including a price list for each item.

6) BEVERAGE SERVICE

- Harbourfront Centre will operate a bar inside the World Cafe to provide full beverage service, including beer, wine, alcohol, bottled water, fruit beverages, coffee, tea and iced tea and a range of soft drink products available through Pepsi.
- **Due to Harbourfront Centre's exclusive sponsorship arrangements, food vendors are not permitted to sell beverages.**

7) PARKING

- Parking is the sole responsibility of the food vendor. Load in/out access will be allowed for a short period of time for the purpose of delivering and re-stocking food and/or equipment **only**. Vehicles left unattended in the food tent area will be subject to towing.
- Parking accommodations for each weekend will be discussed upon approval of your application.

8) PROMOTION

- Promotion of a restaurant or catering business is permissible if done in a manner that is in keeping with Harbourfront Centre's mandate as a cultural arts centre (business cards are acceptable, large neon signs are not). Harbourfront Centre will remove any signage.
- Signs/equipment which includes product logos is subject to approval by Harbourfront Centre in keeping with Harbourfront Centre's exclusive sponsorship agreements.

- Harbourfront Centre will provide a sign designating the name of your booth and the region of the world your menu items originate from (i.e. Caribbean, Asian, American, Latin-American)
- Harbourfront Centre will promote the weekend and The World Cafe as part of the ongoing marketing of our site and festivals. In return the vendor will agree to promote their participation in their off site venue wherever possible and distribute print material on behalf of the event, when available.

9) INSURANCE - MANDATORY

- Vendors are responsible for their own insurance. Harbourfront Centre is not responsible and/or liable in any shape or form for any claim by a third party made on them for their fault or deemed negligence. Each vendor is required to have proof of insurance. A minimum of two million dollars in liability insurance is required. Please insure that the Harbourfront Centre is listed as "additional insured Harbourfront Corporation (1990).

Proof of Insurance needs to be provided.

10) INTERFERENCE WITH PERFORMANCES

- Vendors are asked to respect ongoing performances at Harbourfront Centre and refrain from bringing any audio devices (portable stereos, radios, CD players, etc.)

11) Payment

Booth charges are payable by the exhibitor under the following terms:

- a) Each application must be accompanied by a **\$500 down payment** made payable to Harbourfront Centre, due upon receipt of application. Late applicants should contact Sandra Whiting by phone. It is understood that this down payment will be applied to the booth vendor's account or refunded if the application is **not** accepted by Harbourfront Centre. Balances will be processed beginning April 1, 2011 via Visa, Mastercard AMEX, and cheque / money order / cash.

If the application is accepted by Harbourfront Centre, the \$500 down payment is non-refundable.

- b) Balance of above contract **must be paid in full by Friday, April 29th, 2011.**
- c) **There will be a \$42.50 surcharge for N.S.F. cheques.**
- d) Contracts that are signed after April 29, 2011 require payment **in full** by certified cheque and/or cash, VISA, MasterCard or AMEX.
- e) Vendors are required to provide a **\$500 refundable deposit**. This deposit will be returned to vendors 3 weeks after their last weekend of the season. If it is determined that your booth space requires cleaning/repair at the end of the weekend, a **minimum of \$250** will be taken from this deposit

12) Cancellation Policy

- a) If, for any reason, a contract is cancelled by the Vendor or by Harbourfront Centre for cause, the \$500 down payment will be retained by Harbourfront Centre.
- b) Contracts/licenses may be cancelled by Harbourfront Centre if vendors fail to occupy the space allotted to them with the exhibit specified on their contract and be fully operational as per the times specified. After April 29, 2011, there will be **NO REFUNDS** and Harbourfront Centre will retain **100%** of fees.

WHAT HARBOURFRONT CENTRE PROVIDES THE FOOD VENDOR:

- Licensed World Cafe with tables and chairs for customer seating.
- Signage featuring the name of your booth, the region of the world from which the food originates and a chalk board section to write prices and menu items.
- One 16' x 16' food booth with its own lights and hot and cold running water.
- Booth equipped with oven, stove, grill, deep fryer, refrigerator, freezer, steam table and sink.
- Overnight security so that vendors may leave their equipment as well as non-perishable food supplies.
- Municipal drainage.
- Grease drain in a central location.
- Sufficient garbage receptacles.
- Ongoing removal of garbage and debris including a staff person to clean and clear the tables in the seating area.
- One mandatory fire extinguisher per booth.

SUMMER FESTIVALS 2011 – DESCRIPTIONS

Kapisanan – May 28-29, 2011

Kapisanan Philippine Centre for Arts and Culture presents *If These Walls Could Talk*, a one-man walking tour show about Intramuros, the walled city of old Manila, by Carlos Celdran. Celdran is a Philippine-based performance artist, dubbed The Pied Piper of Manila, who is changing the way we look at the Philippines' notorious capital city, one step at a time.

Arts for Children and Youth – June 4-5, 2011

The annual signature event of Arts for Children and Youth (AFCY) returns for a third year to showcase the talents of over 500 young people (ages 12–24). Conceived, managed and performed by young people themselves, this event is a multicultural swirl of high energy music, dance, beat boxing and singing, with a dazzling visual arts component that includes painting, ceramics, sculpture, installations, graffiti, intergenerational and interactive art.

NXNE – June 11-12, 2011

Celebrate Jamaican culture at Harbourfront Centre! Experience the cuisine with excellent food demos, enjoy the music and dance, and take in the fashions! There will be activities for all ages including face painting and crafts for children. Sunday will feature North by North East. Now in its seventeenth year, this festival is a choice destination for unsigned bands, indie favourites and major-labels alike!

TBC – June 18-19, 2011

Franco-Fête – June 24-26, 2011

Franco-Fête 2011 continues the celebration and promotion of francophone culture through a diverse series of activities ranging from culinary creations to art, dance and most of all "la musique francophone".

Canada Day – July 1, 2011

A true celebration of Canada, this event aims to connect the entire country through music, culinary arts, comedy, family activities, storytelling, gaming and film. There is something for everyone!

On The Pulse – July 2-3, 2011

We invite you to indulge in the unknown and to check your inhibitions at the door, explore the concepts of chaos, innovation and connectivity through music, theatre, film and dance for the whole family!

Mexico – July 8-10, 2011

Enjoy the sights and sounds of a culture always moving and spreading outward. This event will bring together traditional and modern elements, communicated through music, dance, puppetry, and mariachi!

Colombia – July 15-17, 2011

Colombian residents in Toronto and Canadians of Colombian origin will showcase some of the best works in theatre, dance, music, visual arts, food and family activities during this vibrant weekend festival.

Tirgan – July 22-24, 2011

This is a rare opportunity to sample a myriad of exotic Iranian flavours explored through a tastefully hand picked array of artistic expressions including music, dance, theatre, film, visual arts, literature, youth activities, crafts and cuisine. This is a great opportunity to take in a multitude of world and Canadian premiers.

Island Soul – July 29 – August 1, 2011

The heat is on at Island Soul, where the airwaves vibrate with the high energy sounds of calypso, soca, reggae, rapso, rap and hip hop – rhythms and dances born from a legacy of unrest and united by lyrics of awakened social consciousness.

What's Classical? – August 5-7, 2011

Spontaneous performances, roaming musicians, large scale orchestral performances - this festival has it all! Explore the points of intersection between western and non-western classical traditions, from Africa, Latin America, the Far East, and beyond!

Fortune Cooking – August 12-14, 2011

What's on the menu as we explore the hot spots of Pan-Asian cuisine? Join us on site to experience the Fortune Cooking Iron Chef Competition, Just Desserts Market, cooking demos, film, dance and music!

Masala! Mehndi! Masti! – August 19-21, 2011

One of the largest interdisciplinary South Asian arts and entertainment festivals outside of South Asia, this event is sure to be exciting! Experience the music, fashion, film, dance, theatre and so much more!

TaiwanFest – August 26-28, 2011

TaiwanFest is a celebration and exploration of contemporary Taiwanese arts and culture. From dynamic music, dance and fashion to tantalizing food demonstrations, this event shines a spotlight on today's Taiwan

Hot & Spicy – September 2-5, 2011

The Hot & Spicy Food Festival – hot, spicy, fresh, fiery! Back for the fourteenth time, this is one of the summer's most savoury festivals. Enjoy a weekend packed with a full menu of culinary arts, music, film, panels and dance.

Tet Trung Thu – September 17-18, 2011

The Mid Autumn Festival is celebrated through out East Asia and is considered to be one of the most significant holidays to celebrate. Enjoy the music, dance, beautiful lanterns and delicious moon cakes!

Allende Arts Fest – September 24-25, 2011

Enjoy a celebration of Latin American Arts in Canada. This festival is truly a showcase of the arts in a variety of forms. Enjoy live music, dance and poetry, take in art exhibits and artist lectures, there is something for everyone to enjoy.

TBC – October 1-2, 2011

Please note that this event line-up and descriptions are subject to change



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SUMMER 2011

As a public facility, Harbourfront Centre is responsible for meeting the Public Health Protection regulations set out by the City of Toronto, Department of Public Health. Therefore, we expect each vendor to comply with the regulations both in the preparation and service of food products intended for sale at the Harbourfront Centre site. Failure to comply may result in loss of vending privileges without refund.

The following are operational regulations for groups/individuals who prepare food and/or serve food to the public on Harbourfront Centre premises.

- Harbourfront Centre reserves the right to refuse booth space to anyone.
- Harbourfront Centre reserves the right to cancel the vendor agreement or to eject any vendor from the premises who is behaving in an objectionable fashion and the vendor waives any right and all claims for damages or compensation by reason of Harbourfront Centre exercising this right.
- Harbourfront Centre summer festival attendance and participation are dependent upon weather conditions, demographics and a variety of other factors. Therefore, Harbourfront Centre cannot be held liable for a lack of success for individual vendors and/or poor food sales based on attendance or customer preferences.

1) FOOD HANDLING

- Food must be handled and presented in a clean, well maintained environment with food handlers wearing clean outer garments and maintaining a neat, tidy appearance.
- Food handlers must follow good personal hygiene practices by washing hands appropriately and as often as required.
- Food is to be prepared and served on a washable table surface. Use separate work tables or surfaces for the preparation of raw food and ready-to-eat food, to prevent cross-contamination.
- Gloves use is not recommended unless the food handler has a minor cut or burn. **GLOVES ARE FOR SINGLE-USE ONLY AND YOU MUST USE NEW GLOVES WHEN YOU ARE CHANGING PROCESSES** (i.e., handling raw food to ready-to-eat food).
- Only personnel directly involved with food preparation and service are permitted behind the food counter(s). **No minors are allowed.**
- Hot food must be kept at temperatures of 60°C (140°F) or over. Cold food must be kept at temperatures of 4°C (40°F) or under. Perishable food must be stored in mechanical refrigerators, coolers, or other acceptable means.
- Food must be protected from contamination by shields (i.e. plastic covers), containers, or other means (i.e. aluminum foil) if maintained and replaced as necessary.
- Garbage must be regularly cleared from immediate serving area and placed in containers provided. At end of day, all food must be cleared away and properly stored off premises; all utensils washed, and all equipment left in a clean orderly manner.
- Prepared food may not be kept on the ground in boxes or containers.

1a) CLEANING AND SANITIZING

- All surfaces are to be cleaned after use with single-use paper towels and a sanitizing spray rinse. The following bleach and water mixture can be used: 5ml/1teaspoon of household bleach mixed with 1 litre/4 cups of water.
- This solution should be placed in a labeled spray bottle
- Spray all surfaces with the bleach sanitizer after they have been cleaned.
- Allow the bleach mixture to sit on surfaces for at least 45 seconds, before wiping. Do not rinse surfaces after sanitizing. This concentration of sanitizer will not harm food or individuals consuming the food.
- Special Events are events where food is prepared and sold to the public and occur once a year for the duration of less than 48 hours. All food must be an approved source and prepared in approved food premises such as restaurants, community hall kitchens and church hall kitchens. **You cannot serve food that is prepared at home.** Only single-service items (i.e., paper plates and cups are allowed for serving the customers.

1b) FOOD PROTECTION REQUIREMENTS

- Ready-to-eat and raw food must be transported in a manner that will protect food from contamination and proper temperatures must be maintained (i.e. coolers)
- Condiment containers are required to have self-closing lids and separate dispensing utensils.
- A probe thermometer is required to check the internal temperatures of hazardous food.
- A thermometer is required to be stored in all cold holding units. This includes mechanical refrigeration and coolers.
- All food must be protected from contamination at the event (i.e. covered and off the floor at least 15 cm/6 in.)
- **Heat lamps are not allowed.**

2) EQUIPMENT – NEW!

- Each booth will be equipped with Natural Gas. Vendors are **not** permitted to bring charcoal or propane.
- Each booth will also be equipped with the following: Oven, Stove, Grill, Deep Fryer, Multi-compartment Sink, Refrigerator, Freezer, Multi-compartment Steam Table and a Hand Washing sink.
- Access to additional electrical outlets is provided
- Vendors will not need sneeze guards in this new facility
- More details regarding the equipment included will be provided in the acceptance package.

3) FOOD VENDING BOOTHS / AREA

- Harbourfront Centre will provide one 16' X 16' food booth, equipped the items listed above.
- **It is important that all spent cooking oils and cooking grease must not be poured into our sinks.** We provide a grease drain at each booth. We also provide garbage containers and garbage bags for disposal of solid waste material.

- **Food vendors must provide their own hand soap.**
- **Decor:** Harbourfront Centre **requires** each vendor to decorate their booth in a way that will complement the programme. Decor items can only be taped or tied on. Staples, nails, screws, or pins cannot be used. All decor items must be removed at the end of the vending contract.
Please note: If the vendor is contracted to return for more than one weekend, Harbourfront Centre cannot be responsible for decor left on site between contracted weekends.
- Vendors may not exceed their booth perimeter in order to maintain safe traffic flow through the World Cafe.
- Food booths will be cleaned prior to vendor arrival. At the end of the weekend, vendors are expected to leave their booth and all equipment clean and the immediate area free of garbage and debris.

4) ELECTRICAL SUPPLY

- Vendors will not be permitted to use any electrical equipment which is deemed faulty or unsafe. This includes equipment with frayed or improperly repaired wires.
- **Harbourfront Centre staff will inspect all equipment upon arrival to site.**
- **Vendors are not permitted to use their own electrical power bars.**

5) MENUS

- In the interest of providing the public with a variety of food choices, we request that you provide us with an itemized menu of what you intend to serve from your food booth including a price list for each item.

6) BEVERAGE SERVICE

- Harbourfront Centre will operate a bar inside the World Cafe to provide full beverage service, including beer, wine, alcohol, bottled water, fruit beverages, coffee, tea and iced tea and a range of soft drink products available through Pepsi.
- **Due to Harbourfront Centre's exclusive sponsorship arrangements, food vendors are not permitted to sell beverages.**

7) PARKING

- Parking is the sole responsibility of the food vendor. Load in/out access will be allowed for a short period of time for the purpose of delivering and re-stocking food and/or equipment **only**. Vehicles left unattended in the food tent area will be subject to towing.
- Parking accommodations for each weekend will be discussed upon approval of your application.

8) PROMOTION

- Promotion of a restaurant or catering business is permissible if done in a manner that is in keeping with Harbourfront Centre's mandate as a cultural arts centre (business cards are acceptable, large neon signs are not). Harbourfront Centre will remove any signage.
- Signs/equipment which includes product logos is subject to approval by Harbourfront Centre in keeping with Harbourfront Centre's exclusive sponsorship agreements.

- Harbourfront Centre will provide a sign designating the name of your booth and the region of the world your menu items originate from (i.e. Caribbean, Asian, American, Latin-American)
- Harbourfront Centre will promote the weekend and The World Cafe as part of the ongoing marketing of our site and festivals. In return the vendor will agree to promote their participation in their off site venue wherever possible and distribute print material on behalf of the event, when available.

9) INSURANCE - MANDATORY

- Vendors are responsible for their own insurance. Harbourfront Centre is not responsible and/or liable in any shape or form for any claim by a third party made on them for their fault or deemed negligence. Each vendor is required to have proof of insurance. A minimum of two million dollars in liability insurance is required. Please insure that the Harbourfront Centre is listed as "additional insured Harbourfront Corporation (1990).

Proof of Insurance needs to be provided.

10) INTERFERENCE WITH PERFORMANCES

- Vendors are asked to respect ongoing performances at Harbourfront Centre and refrain from bringing any audio devices (portable stereos, radios, CD players, etc.)

11) Payment

Booth charges are payable by the exhibitor under the following terms:

- a) Each application must be accompanied by a **\$500 down payment** made payable to Harbourfront Centre, due upon receipt of application. Late applicants should contact Sandra Whiting by phone. It is understood that this down payment will be applied to the booth vendor's account or refunded if the application is **not** accepted by Harbourfront Centre. Balances will be processed beginning April 1, 2011 via Visa, Mastercard AMEX, and cheque / money order / cash.

If the application is accepted by Harbourfront Centre, the \$500 down payment is non-refundable.

- b) Balance of above contract **must be paid in full by Friday, April 29th, 2011.**
- c) **There will be a \$42.50 surcharge for N.S.F. cheques.**
- d) Contracts that are signed after April 29, 2011 require payment **in full** by certified cheque and/or cash, VISA, MasterCard or AMEX.
- e) Vendors are required to provide a **\$500 refundable deposit**. This deposit will be returned to vendors 3 weeks after their last weekend of the season. If it is determined that your booth space requires cleaning/repair at the end of the weekend, a **minimum of \$250** will be taken from this deposit

12) Cancellation Policy

- a) If, for any reason, a contract is cancelled by the Vendor or by Harbourfront Centre for cause, the \$500 down payment will be retained by Harbourfront Centre.
- b) Contracts/licenses may be cancelled by Harbourfront Centre if vendors fail to occupy the space allotted to them with the exhibit specified on their contract and be fully operational as per the times specified. After April 29, 2011, there will be **NO REFUNDS** and Harbourfront Centre will retain **100%** of fees.

WHAT HARBOURFRONT CENTRE PROVIDES THE FOOD VENDOR:

- Licensed World Cafe with tables and chairs for customer seating.
- Signage featuring the name of your booth, the region of the world from which the food originates and a chalk board section to write prices and menu items.
- One 16' x 16' food booth with its own lights and hot and cold running water.
- Booth equipped with oven, stove, grill, deep fryer, refrigerator, freezer, steam table and sink.
- Overnight security so that vendors may leave their equipment as well as non-perishable food supplies.
- Municipal drainage.
- Grease drain in a central location.
- Sufficient garbage receptacles.
- Ongoing removal of garbage and debris including a staff person to clean and clear the tables in the seating area.
- One mandatory fire extinguisher per booth.

SUMMER FESTIVALS 2011 – DESCRIPTIONS

Kapisanan – May 28-29, 2011

Kapisanan Philippine Centre for Arts and Culture presents *If These Walls Could Talk*, a one-man walking tour show about Intramuros, the walled city of old Manila, by Carlos Celdran. Celdran is a Philippine-based performance artist, dubbed The Pied Piper of Manila, who is changing the way we look at the Philippines' notorious capital city, one step at a time.

Arts for Children and Youth – June 4-5, 2011

The annual signature event of Arts for Children and Youth (AFCY) returns for a third year to showcase the talents of over 500 young people (ages 12–24). Conceived, managed and performed by young people themselves, this event is a multicultural swirl of high energy music, dance, beat boxing and singing, with a dazzling visual arts component that includes painting, ceramics, sculpture, installations, graffiti, intergenerational and interactive art.

NXNE – June 11-12, 2011

Celebrate Jamaican culture at Harbourfront Centre! Experience the cuisine with excellent food demos, enjoy the music and dance, and take in the fashions! There will be activities for all ages including face painting and crafts for children. Sunday will feature North by North East. Now in its seventeenth year, this festival is a choice destination for unsigned bands, indie favourites and major-labels alike!

TBC – June 18-19, 2011

Franco-Fête – June 24-26, 2011

Franco-Fête 2011 continues the celebration and promotion of francophone culture through a diverse series of activities ranging from culinary creations to art, dance and most of all “la musique francophone”.

Canada Day – July 1, 2011

A true celebration of Canada, this event aims to connect the entire country through music, culinary arts, comedy, family activities, storytelling, gaming and film. There is something for everyone!

On The Pulse – July 2-3, 2011

We invite you to indulge in the unknown and to check your inhibitions at the door, explore the concepts of chaos, innovation and connectivity through music, theatre, film and dance for the whole family!

Mexico – July 8-10, 2011

Enjoy the sights and sounds of a culture always moving and spreading outward. This event will bring together traditional and modern elements, communicated through music, dance, puppetry, and mariachi!

Colombia – July 15-17, 2011

Colombian residents in Toronto and Canadians of Colombian origin will showcase some of the best works in theatre, dance, music, visual arts, food and family activities during this vibrant weekend festival.

Tirgan – July 22-24, 2011

This is a rare opportunity to sample a myriad of exotic Iranian flavours explored through a tastefully hand picked array of artistic expressions including music, dance, theatre, film, visual arts, literature, youth activities, crafts and cuisine. This is a great opportunity to take in a multitude of world and Canadian premiers.

Island Soul – July 29 – August 1, 2011

The heat is on at Island Soul, where the airwaves vibrate with the high energy sounds of calypso, soca, reggae, rapso, rap and hip hop – rhythms and dances born from a legacy of unrest and united by lyrics of awakened social consciousness.

What's Classical? – August 5-7, 2011

Spontaneous performances, roaming musicians, large scale orchestral performances - this festival has it all! Explore the points of intersection between western and non-western classical traditions, from Africa, Latin America, the Far East, and beyond!

Fortune Cooking – August 12-14, 2011

What's on the menu as we explore the hot spots of Pan-Asian cuisine? Join us on site to experience the Fortune Cooking Iron Chef Competition, Just Desserts Market, cooking demos, film, dance and music!

Masala! Mehndi! Masti! – August 19-21, 2011

One of the largest interdisciplinary South Asian arts and entertainment festivals outside of South Asia, this event is sure to be exciting! Experience the music, fashion, film, dance, theatre and so much more!

TaiwanFest – August 26-28, 2011

TaiwanFest is a celebration and exploration of contemporary Taiwanese arts and culture. From dynamic music, dance and fashion to tantalizing food demonstrations, this event shines a spotlight on today's Taiwan

Hot & Spicy – September 2-5, 2011

The Hot & Spicy Food Festival – hot, spicy, fresh, fiery! Back for the fourteenth time, this is one of the summer's most savoury festivals. Enjoy a weekend packed with a full menu of culinary arts, music, film, panels and dance.

Tet Trung Thu – September 17-18, 2011

The Mid Autumn Festival is celebrated through out East Asia and is considered to be one of the most significant holidays to celebrate. Enjoy the music, dance, beautiful lanterns and delicious moon cakes!

Allende Arts Fest – September 24-25, 2011

Enjoy a celebration of Latin American Arts in Canada. This festival is truly a showcase of the arts in a variety of forms. Enjoy live music, dance and poetry, take in art exhibits and artist lectures, there is something for everyone to enjoy.

TBC – October 1-2, 2011

Please note that this event line-up and descriptions are subject to change