

# Canada Day

**CELEBRATE CANADA DAY – KELOWNA 2025**

## Taste of Canada Marketplace Application

Vendor/Restaurant: \_\_\_\_\_

Main contact: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

Best phone: \_\_\_\_\_ Email: \_\_\_\_\_

Vendor Unit Size (l x w): \_\_\_\_\_ Service: END / SIDE unit type: DRIVEABLE / TRAILER & HITCH (attach photo if possible)

Do you require Power for your unit: Yes / No If Yes, what type of plug (15/ 30 amp) \_\_\_\_\_ OR Size of genny: \_\_\_\_\_ Watts

**REMEMBER:** BC Safety Authority governs use and access to power. As such, an electrician is required to connect and disconnect all power access for our event. We can provide access to power (although a limited supply is available) **OR** you can bring your own genny. However, note that any units exceeding 2000 watts must be "grounded" per BC Safety Authority rules. Waterfront Park has numerous grounding stakes near the Concession Plaza so please indicate your genny size so that we can place you accordingly!

Do you need access to water: YES/NO (note: there is limited access so priority will be given to units requiring it for food products, such as a lemonade stand or coffee wagon)

We will be using an external supplier for our production needs and they will supply a vendor power package just like we did in prior years for you to order power if needed. **NOTE:** Payments are made directly to this production company for power access and you **MUST order the power no less than 30 days in advance** of the event per the deadline in their package.

### Celebrate Canada Day Festival Schedule:

July 1<sup>st</sup> 11:00 AM – 10:30 PM

Note: You must be on-site and operational from 11:00 AM until 10:30 PM to service our festival patrons. We welcome over 55,000 guests through the event site on this day so please plan accordingly.

Food Vendors will be approved based on a combination of priority for returning vendors from prior year, date application received, and product mix (i.e. no more than 2 mini donut vendors or poutine vendors)

**Booth Space:** approx. 15' x 15' space per vending booth; extra length is \$25.00/ foot.

Note: Booth spaces will be assigned by the Operations & Site Coordinator or their designate. Requests for "the same spot" as prior years will only be accommodated at discretion of the Operations & Site Coordinator. Placement is dictated by water or power access needs, as well as physical site considerations (i.e. unit size)

### Cost per booth (incl. garbage disposal fee; power hook up is *not* included):

Please make cheques payable to **Festivals Kelowna**. If paying via e-transfer, send to [RMills@festivalsKelowna.com](mailto:RMills@festivalsKelowna.com)

- \$850 + GST = \$892.50 if payment received by April 1st - **EARLY BIRD RATE**
- \$900 + GST = \$945.00 if payment received by May 15th
- \$950 + GST = \$997.50 if payment received by June 16th (NOTE: cash or e-transfer only if payment rcvd at this deadline)

***All fees are non-refundable and non-transferable***

**Set-up:** We will aim to load-in the majority of our Food Vendors on *June 30th, after 6:00 pm*. Exceptions will only be made for those unable to load-in June 30th. On festival day, July 1st, you may begin set up at 8:00 AM and must be fully operational by 11:00 AM.

- Entrance to Waterfront Park will be made via the Rotary Marshes entrance on Sunset Drive
- Vendors will receive an email or phone call notifying them of their specific time for accessing the site for load-in
- **LOAD-IN** – we will again utilize an offsite waiting area for vendors in order to avoid blocking Sunset Drive. Details will follow from the Site & Ops Director closer to event date

**Take-down:** Will commence after 10:30 PM and you should aim to be completed by 12:00 AM, July 1st. **Vendors must remove all garbage from their stations and dispose in the designated food vendor dumpsters on site.** Please be reasonable with the quantity of garbage you leave behind as it only adds to the expenses for this free, community celebration.

**As a condition of participation vendors must adhere to the following City of Kelowna requirements:**

- Provide proof of valid IHA permit for current year – please *scan*, don't photocopy as it comes out black
- Proof of current year Kelowna Fire Inspection approval (note: Kelowna FD have an expedited process to assist with this)
- Provide a drop sheet to cover the ground for your booth space (including the area for customer service)
- A hand wash station must be provided for customers per Interior Health regulations
- You must provide a minimum of two large garbage cans per booth (please recycle!)
- Our production company will supply vendor power if you need it. A company representative will be onsite during and after vendor load-in to accommodate power supply connection OR to ground your generator. **Vendors are responsible for this fee.** You must contact the production company directly with your requirements no less than 30 days prior to the event. We will notify all approved vendors of the production company contact information when available.
- You are responsible for having CSA approved power cables, extension cords, and power cord coverings.

***I accept the above stated conditions and do not hold Celebrate Canada Day-Kelowna, Festivals Kelowna, or its staff or volunteers, legally responsible for any loss, damage or theft incurred by myself, my employees or to my goods or equipment during this event. I understand that health and safety inspections will occur during the Festival and that I need to have all required permits and insurance present and current or I may be asked to shut down, and do not expect reimbursement for financial or product losses which may be incurred as a result.***

Signature \_\_\_\_\_ Date \_\_\_\_\_

1. Please attach a complete list of all foods and products you will sell. While we make every effort to diversify food offerings, *we do not offer product or category exclusivity*
2. Please make a copy and return both pages with:
  - a) Payment - E-transfers are easiest. Use answer 'CanadaDay'. If paying by cheque please make payable to 'Festivals Kelowna'
  - b) A copy of your Insurance (2 million minimum required) **Note: Please be sure to add Festivals Kelowna as "Additional Insured for June 30<sup>th</sup> and July 1<sup>st</sup>, 2025"**
  - c) Current Interior Health Short Term Food Premise Permit. If you are in process of confirming, please send a copy of your permit once received.
  - d) Kelowna Fire Department inspection decal for 2025

**Please email or hand deliver application and support materials to:**

Renata Mills, Executive Director  
Festivals Kelowna  
100- 1680 Water Street  
Kelowna, BC V1Y 8T8 P: 250-868-3326 E: RMills@festivalskelowna.com

**Note:** If you submit your forms electronically, your payment must be received in our office by the appropriate deadline to receive the noted vendor rate.

**Let's Protect Our Environment and Reduce Our Carbon Footprint**

As ever, in an effort to produce an environmentally responsible event Festivals Kelowna and our partners encourage steps to "Green" the event through development of a strong recycling and waste management program and wherever possible, encourage using biodegradable or recyclable materials such as plates, knives, forks, napkins and beverage containers.

Through our research, we have determined the most successful way to create a positive impact will be to work together with our Vendors at the event. We welcome your thoughts and ideas regarding this initiative – if you are using environmentally friendly products we would like to hear about them.

