

## **Third Party Food & Beverage Vending at Niagara Parks**

At various times in the season or under certain circumstances, The Niagara Parks Commission (NPC) will permit third party caterers to service specific functions or events within the parks' property. Such instances or requests will be reviewed on a case by case basis and will be approved by the Food Services Department in conjunction with the Senior Director of Business Development and other Executive Management as required.

Examples of such instances include but are not limited to:

- Festivals with cultural food elements (e.g. South Asian Cultural Festival)
- Limited or non-revenue potential (e.g. charitable causes, no minimum guarantees)
- Strain on labour, equipment or other resources (e.g. holidays, conflicting events)

In all cases, NPC reserves the rights to:

- all Alcoholic Beverage Service
- Confectionary items including ice cream
- Hot dogs and Hamburgers
- Coffee, Hot Chocolate, water and soft beverages

Furthermore, NPC will charge a rights fee for the privilege to operate on NPC property. This rights fee is a flat rate of \$500 based on final approval.

In these instances, the following set of conditions will be adhered to by the Event Organizer and expected of all endorsed third party caterers approved under this policy:

1. Event Organizers will be required to supply the full contact information of the third party vendor (or vendors in the case of a Food Festival) using the attached contact form;
2. Vendors will supply NPC with a copy of their annual operating license;
3. Vendors will supply NPC with a copy of their operating insurance adding The Niagara Parks Commission as additionally insured with a cross liability in the amount of no less than \$5 million dollars;
4. Vendors will supply a list of all event equipment being used and provide proof of CSA and TSSA approval where applicable;
5. All Vendors will adhere to the Guidelines for Outdoor Food Service & Special Events as outlined in Ontario Regulation 562 (R.R.O. 1990) under the Health Protection and Promotion Act;
6. All Vendors will be registered with the Regional Niagara Public Health Department and provide NPC with the date and time of inspection by a Regional Niagara Public Health Inspector;
7. All Vendors in association with the Event's Organizer will obtain and cover the costs for all necessary permits and inspections required to carry out the function or event (e.g. fire codes, building permits, sanitation requirements, etc.).
8. All Vendors in association with the Event's Organizer will ensure that all disposable cups used for service to the public are non-branded, event branded or branded with Coca Cola's logo only. No other soft beverage supplier logo may be included on the package.

**Niagara Parks Commission  
Vendor Registration Form**

No. \_\_\_\_\_

1. Vendor Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

2. Type of Vendor

Commercial	_____	Registered No.	_____
Not for Profit	_____	Registered No.	_____
Registered Charity	_____		

3. See General Release from Liability Form attached.

4. Name of Special event at which you will be operating:  
\_\_\_\_\_

5. Size of Unit:

Trailer	Yes _____	No _____	Feet:	Inches:
Mobile	Yes _____	No _____		
Tent	Yes _____	No _____	Use of stakes	Yes _____ No _____

6. C.S.A. Approved: Yes \_\_\_\_\_ No \_\_\_\_\_

7. Please attached a copy of menu and pricing.

***Internal Uses Only***

Application Complete: \_\_\_\_\_

General Release Form Signed: \_\_\_\_\_

Copy of Insurance Policy: \_\_\_\_\_

Payment Received: \_\_\_\_\_

Approved

Denied