



# FAQ

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## HOW DO I RESERVE A BOOTH?

**Select a booth** on the map => Fill out the registration form  
=> **Pay the invoice** (FOOD VENDOR: \$3,000 upfront, and the balance before/on due date, NON-FOOD: full amount due) & **Sign the contract**.

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## ARE THE PRICES FOR VIP, PREMIUM, AND DELUXE SPOTS THE ORIGINAL PRICES WITHOUT ANY DISCOUNTS APPLIED?

Correct. The prices listed in the vendor packages are the original prices. After registration, vendors will receive their invoices detailing the breakdown of the discounted prices applied

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## HOW DO I KNOW IF THE ELECTRICAL POWER PROVIDED IS SUFFICIENT FOR MY COOKING NEEDS?

The electricity at Nathan Phillips Square is **15 AMP x 110 V (1 plug) (approximately 1500W)**. Please make sure your electrical requirements do not exceed **1500W**.

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## CAN VENDORS USE PUBLIC WIFI AT NATHAN PHILLIPS SQUARE FOR THEIR DEBIT TERMINALS

It is not recommended due to weak signals. It is advised that all vendors use their personal cell phones to tether data to their debit/credit terminals for a faster and more reliable connection. Most terminals do not use a significant amount of data.

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## IS THERE A DESIGNATED PARKING AREA FOR VENDORS?

No. Some vendors choose to park in the underground parking of the Square.

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## DO YOU HAVE A LIMIT ON HOW MANY VENDORS CAN SELL THE SAME FOOD?

No exclusivity except for Title Sponsor





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## WHAT ARE REQUIRED DOCUMENTS FROM FOOD VENDORS, AND THE DEADLINE?

- Food Handling Certificate - **May 31**
- Vendor Liability Insurance - **May 31**
- All Graphic Designs, Flyers, Banners, etc. - **May 31**
- Toronto Health Form - **May 31**
- Commercial Kitchen: applies to all pre-prepared foods/drinks, whether or not restaurant owner
- Electrical Safety: ensure your equipment meets ESA/has certified markings
- Propane Gas Safety: ensure your equipment TSSA/has certified markings

## DO ALL BOOTH MEMBERS NEED TO COMPLETE THE FOOD HANDLING CERTIFICATE TRAINING?

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At least one member must complete the training, and this individual must be present at the booth throughout all three days of the event

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## IS VENDOR LIABILITY INSURANCE REQUIRED BEFORE EVENT REGISTRATION, AND WHEN IS THE DEADLINE?

Liability insurance isn't needed for registration but must be provided to the organizer team by May 31

## IF MY TEAM IS NOT A BUSINESS, BUT RATHER A GROUP OF FRIENDS WORKING TOGETHER, DOES THE KITCHEN NEED TO BE COMMERCIAL OR A SHARED KITCHEN, RIGHT?

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Yes, proof of food preparation in a licensed commercial kitchen, like a restaurant or shared kitchen, is required by City Hall.

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## ARE THERE WATER PIPES CONNECTED TO EACH BOOTH AT NATHAN PHILLIPS SQUARE, OR IS THERE A SEPARATE WATER CATCHMENT AREA?

No. Vendors are responsible for their own water supply. Bottled water is not permitted.

## CAN VENDORS COOK USING GASOLINE?

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No. The use of gasoline, open-fire burners, helium, generators, charcoal grills, and alcohol is strictly prohibited. Vendors are also required to have a fire extinguisher with an unexpired tag present at their booth at all times.





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## DO ORGANIZERS ASSIST WITH SETTING UP PAYMENT TERMINALS AT THE BOOTH?

No, vendors must set up their own terminals. If needed, debit/credit payment terminals (Square) are available for rental. Contact us for more information.

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## CAN VENDORS STORE BELONGINGS AT BOOTHS OVERNIGHT AT NATHAN PHILLIPS SQUARE?

Heavy items may be left at the booth as Nathan Phillips Square does not offer storage space on-site. Securely lock and wrap belongings inside booths nightly, as done by vendors in the past – City Hall has cameras & night security but there is no absolute guarantee on anything. Each vendor is ultimately responsible for their items.

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## ARE ALL BOOTHS REQUIRED TO BE DECORATED ACCORDING TO THE EVENT'S THEME?

We encourage vendors to creatively decorate their booths to attract attention and appeal to more customers, preferably in sync with the event's theme.

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## BASED ON THE SCHEDULE, WITH THE EVENT STARTING ON THURSDAY, WHEN WILL VENDORS BE PERMITTED TO BEGIN SETTING UP THEIR BOOTHS?

Vendors will have Thursday morning to prepare and set up their booths until 4pm, when they can begin selling. The load-in time frame and detailed instructions will be emailed to vendors.

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## HOW DO I PAY PARTIALLY BY CREDIT CARD?

Click **Edit amount** to make your payment.

PAYMENT AMOUNT		
CA\$5.00 <a href="#">Edit amount</a>		
Pay with credit card		
Card number	Exp date	CW code
<input type="text" value="1234 5678 9000 0000"/>	<input type="text" value="MM/YY"/>	<input type="text" value="123"/>
Name on card	Country	Postal code
<input type="text" value="First name Last name"/>	<input type="text" value="CAN"/>	<input type="text" value="L4W 5G1"/>