



2012
CONCESSIONARIES
INFORMATION
PACKAGE





2012

MARKS THE 25TH ANNIVERSARY OF PRIDE WINNIPEG

We've come a long way since 1987 and would like you to help us celebrate this momentous occasion. This year's Pride Festival will be held June 3, 2012. We expect more than 15,000 visitors to our festival at The Forks so be prepared to be busy that day!

The vibrant and colourful outdoor festival is held at Winnipeg's most popular meeting place that dates back over 6,000 years. The festival is at the heart of downtown Winnipeg and situated at the number one tourist destination for Winnipeggers and out-of-towners alike.

We have made great strides this year to improve on our concession program to meet the needs of our concessionaries and festival visitors. Your satisfaction is important to us and we will make effort possible to assist you with your participation in the Pride Festival.

If you have any questions or comments please feel free to contact me. I look forward to working with you in 2012!

Sincerely,

JONATHAN NIEMCZAK
Festival Grounds and Environment Director
Pride Winnipeg Festival Inc.





PRIDE WINNIPEG FESTIVAL 2011 CONCESSION INFORMATION

KEEP THIS PAGE FOR YOUR RECORDS

1. Please read this page before completing the application form.
2. Pride Festival date: **June 3rd, 2012.**
3. Application submissions do not guarantee space.
4. Application deadline: **May 1st, 2012.**
5. In an effort to select the best possible concessions, all applications, regardless of previously being part of the Pride Winnipeg Festival must be accompanied by:
 - a. \$1,000,000 Public Liability Certificate of Insurance,
 - b. A valid copy of your health permit from the City of Winnipeg or Province of Manitoba (this may be submitted separate from the application, however for final approval the permit must be received by May 1st, 2012)
 - c. Reference list/letters of recommendation if you have not previously participated in the Pride Winnipeg Festival,
 - d. A photograph or artist's rendering of your concession,
 - e. A list of all products you intend to sell & pricing guidelines (items for sale subject to approval).
6. Applications are considered on the basis of:
 - a. Concession and product presentation,
 - b. Product balance on the festival site,
 - c. Uniqueness, appeal, and originality of product(s),
 - d. Location availability,
 - e. Confirmation of references for new concessionaries.
7. Pride Winnipeg Festival Inc, reserves the right to refuse or dismiss any concessionaire who does not comply with the Concession Terms of Contract,
8. Incomplete or illegible application forms will not be accepted.

CONCESSION TERMS OF CONTRACT

1. AMENDING TERMS OF AGREEMENT:
 - a. Pride Winnipeg Festival Inc. reserves the right to amend these Terms of Contract at its sole discretion without prior notice.
2. APPLICATION:
 - a. All concession applications must be fully filled out to be considered valid.
 - b. All concession applications must have a \$25.00 non-refundable deposit to be considered valid.
 - c. Concessionaires must submit their concession fee in full within 30 days from the time of submitting their application to reserve their spot or risk losing their hold.





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- d. For permanent reservation concessionaries must have following submitted to Pride Winnipeg prior to May 1st, 2012:
 - i. Application completed in full,
 - ii. Concession fee in full,
 - iii. Valid copy of a health permit from the City of Winnipeg or Province of Manitoba,
 - iv. Certificate of insurance with a minimum of \$1,000,000 in public liability insurance,
 - v. References (applicable for new concessionaries),
 - vi. A photograph or artist rendering of the concession unit,
 - vii. A listing of products and pricing guide (subject to approval),
3. CONCESSION FEE
 - a. Concessions fees are based off sqft. usage on the grounds of your concession stand and area. If you are in Food Village A the concession fee is \$1.75 per sqft., if you are in Food Village B the concession fee is \$1.25 per sqft.
4. PARKING AND GROUND ACCESS:
 - a. All concessionaires will be assigned a time to be at the grounds by, if you are late you may lose your spot and will not be refunded your concession fee,
 - b. When you arrive at The Forks you are to call the festival grounds office at 204-955-8656 and check in. When the concession manager is ready to guide you in they will call you,
 - c. No concessionary is allowed on the grounds without checking in and being guided in. Any concessionary violating this rule may be fined up to \$500.00 and may be expelled from the Pride Festival and have their concession fee forfeited,
 - d. All parking passes will be emailed and will contain further information regarding the location of assigned parking.
 - e. All vehicles must be removed from the grounds 30 minutes prior to the festival opening.
 - f. Vehicle movement will be allowed to resume on the grounds after 6:00pm; please wait for the concession manager to guide you out.
5. FIXTURES:
 - a. Any concessionaries placing signage, lighting, banners, flags or décor on any other structure other than their unit must have prior approval from Pride Winnipeg.
6. TENTS:
 - a. Any concessionary wishing to use tents or temporary structures must comply with all City of Winnipeg Permit and Fire Department requirements, and receive permission from Pride Winnipeg. Those concessionaries not complying with the aforementioned requirements shall be required to cease all activities until such requirements are met, or remove the tents or temporary structures as required.
7. CONCESSION SPACE
 - a. Storage of items must be confined within the area assigned to the concessionary.
 - b. Concessionaries must keep the area(s) assigned to them clean and free of debris, when vacating, concession area must be left clean and large waste items must be taken with the concessionary upon departure.





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8. SETUP/TAKEDOWN

- a. All concessionaries must be at The Forks at the time assigned to them or risk losing their spot and having their concession fee forfeited.
- b. All concessionaries must have their unit ready for review no later than 11:30am or risk being fined up to \$500.00.
- c. No labor will be provided to assist with the setup and/or takedown of concession units.

9. CONDUCT:

- a. No concessionaries or their representatives shall conduct themselves in a manner offensive to general standards of decency or good taste. The Festival Grounds Director reserves the right to screen all concessionaries and exclude inappropriate items. In the event of inappropriate behavior, the concessionary will be forced to close and all fees will be forfeited.

10. POWER/WATER:

- a. Power (240/110v) and water can be provided to concessionaries at no extra cost; however these amenities are limited and will be assigned on a first come first serve basis.

11. FOOD SAFETY

- a. To ensure food safety of all festival attendees, all concessionaries must undergo a short review of their concession unit. Upon passing the review and provided all Terms and Rules have been complied with, the concessionary may proceed with selling at the designated time of sale. If a concessionary fails the review they will be given time to fix any infractions, however until a concessionary passes the review they may not sell any food or beverages at the Pride Winnipeg Festival. Selling food or beverages prior to passing the review will lead to the concessionary being fined up to \$1000.00 and being expelled from participating in the Pride Winnipeg Festival.

12. CARBON FOOTPRINT

- a. In an effort to reduce the carbon footprint produced by the Pride Festival we are encouraging concessionaries to think green. In some cases, and at the discretion of Pride Winnipeg Festival Inc., preference may be given to concessionaries who demonstrate a commitment to the environment during the selection process. Here are some tips and suggestions:
 - i. Use paper straws vs. plastic straws,
 - ii. Recycle all cardboard, plastic, glass, paper and aluminum produced by your concession stand,
 - iii. Have a recycle bin by your concession stand and encourage people to recycle their waste,
 - iv. Install water saving facets,
 - v. Utilize locally grown produce, dairy and protein in your menu,
 - vi. Use a solar power generator for electricity,
 - vii. Use energy saving appliances, and
 - viii. Use biodegradable containers and cutlery,





PART 1 OF 2

PRIDE WINNIPEG FESTIVAL 2012 CONCESSIONARY APPLICATION FORM

OFFICE USE

Concessionary #: _____

Submit application via email at
grounds@pridewinnipeg.com
or mail to
PRIDE WINNIPEG FESTIVAL INC.
P.O. Box 2101, Station Main
Winnipeg, Manitoba, Canada
R3C 3R4

THE FORKS – JUNE 3, 2012

PLEASE MAKE ALL CHEQUES PAYABLE TO:
PRIDE WINNIPEG FESTIVAL INC.

Please submit applications before April 30, 2012

*50% refunds for cancellation if written
notification is received before May 15, 2012.*

Name: _____

Company: _____

Address: _____ City: _____ Province: _____

Postal Code: _____ Phone: _____ Fax: _____

Email: _____ Past Concessionary: Yes No Space Needed _____ x _____

Check One: Cart Truck Trailer Booth Other (please describe): _____

Electricity: No Yes (please list needs) _____

Water: No Yes Food Village: A B

WAIVER: I hereby make application for concessionary space for sale purposes in the 2012 Pride Winnipeg Festival. By submitting this application, I agree to abide by all the rules and regulations set forth in the Terms of Contract for Food Concessionaries. I assume all risks associated with this event and hold harmless Pride Winnipeg Festival Inc., its board of directors, agents, and volunteers against any claim whatsoever. Having read this waiver and knowing these facts and in consideration of your acceptance of my entry, I, for myself and anyone entitled to act on my behalf, waive and release all sponsors, their representatives, and successors, and any individual or group associated with this event from all claims and liabilities of any kind arising from participation in this event.

Submission of this form indicates your full acceptance of the terms of this contract.



