

**MELA 2017 FOOD VENDORS**  
**SUNDAY SEPTEMBER 10, 2017 11:30 A.M. – 6:30P.M. at** City of  
Kitchener Rotunda & Carl Zehr Square at 200 King Street West, Kitchener, ON,N2G 4G7  
[www.melawaterloo.com/519-579-2797/canjaria@uwaterloo.ca](http://www.melawaterloo.com/519-579-2797/canjaria@uwaterloo.ca)

**Late booking attempts could be unsuccessful, apply online and secure a spot.  
Don't get caught out this year. BOOK NOW**

**Insurance Information**

1. Applicants must provide a certificate of insurance to ICA, naming ICA, and the City of Kitchener as additionally insured prior to the Event. This insurance cover shall hold ICA and it's respective directors and officers **and all its associates** and the City of Kitchener free from liability for any claims at all arising from bodily injury, death or property damage arising from or caused by, in any manner whatsoever by or through the Applicant's actions, occupancy and use of the facilities at the Mela.
2. Applicant confirms by this application that it carries a comprehensive general liability insurance with coverage including personal injury, broad form of property damage, contractual liability, operations hazard and product liability, in limits, not less than \$5,000,000.00.

**Additional Financial Information**

**All booked stalls must be paid in full by 1st September or the stall may be reallocated to another vendor/organisation on the waiting list.**

**3. Additional Operational Information**

All vendors must comply with the policies and rules of the City of Kitchener, fire department and the Public Health Department. Food Vendors must ensure that they have read the requirements as per the following links

<http://chd.region.waterloo.on.ca/en/healthyLivingHealthProtection/resources/FoodVendorRequirements.pdf>

[http://chd.region.waterloo.on.ca/en/healthyLivingHealthProtection/resources/SPECIALEVENT\\_VENDOR\\_APPLICATION.pdf](http://chd.region.waterloo.on.ca/en/healthyLivingHealthProtection/resources/SPECIALEVENT_VENDOR_APPLICATION.pdf)

4. Any issues of concern may be discussed with the Food co-ordinator of India Canada Association of Waterloo Region (ICA).
5. **Vendors will be allowed to enter the Square from 9.00 a.m. to set up their stalls. Selling must stop at 6.30pm**
6. On arrival the Mela Food Vendor Coordinator or designate will direct you to your stall.
7. Food Vendors must sell only such items as have been approved by the Health Inspector in their application.
8. Food Vendors shall be in their allocated space and cannot take up any space, not allocated.
9. Food Vendors must keep the areas around the stalls free from clutter and/or garbage and must comply with the requirements of Public Health in maintaining their space throughout the event..
10. Do not attach staples to tables, chairs, doors or walls. Use masking or sticky tack only.
11. Power where provided, unless otherwise agreed, will be a single 120 volt outlet. Vendors are required to check their equipment to ensure that it is not faulty. You **must request** a power outlet.
12. Any vendor who has a record of failing to keep to agreements will automatically, in future years be placed, on a waiting list for stalls and only allocated a stall with payment of an additional deposit that may be retained in the event of further non-compliance. Any applicant currently with a history of failure to comply will fall into this category.
13. Any vendor using threatening behaviour to the public, to the authorities or to Mela staff will be barred from future attendance as a vendor or as a member of the public at the Waterloo Region Mela **and any action considered necessary to abate the behaviour shall be taken by the Mela committee.**
14. No generators allowed on site.
15. If you are unsure about any matters please contact ICA at **519-579-2797**  
[canjaria@uwaterloo.ca](mailto:canjaria@uwaterloo.ca)

MELA 2017 SUNDAY, SEPTEMBER 10, 2017

[www.melawaterloo.com/](http://www.melawaterloo.com/) 519-579-2797/ [canjaria@uwaterloo.ca](mailto:canjaria@uwaterloo.ca)

**VENDOR REGISTRATION – FOOD(FULL MENU)**

Please use BLOCK CAPITALS

<b>Contact Name</b>	
Daytime Telephone Number	
Evening Telephone Number	
Fax Number	

**Group/Company (if appropriate)**

(NO JOINT OCCUPATION OF ONE STALL BY TWO TRADERS WITHOUT MELA APPROVAL)

Contact Address

Postal Code  E-mail

**Description of Stall (what you are selling)**

(WE MAY LIMIT THE SALES ITEMS ON ANY ONE STALL TO BE FAIR TO ALL TRADERS AND IN ORDER TO AVOID OVER-COMPETITION ON SOME ITEMS)

Requirements (Electricity, storage, etc.)

**Stall Rates**

Location	Cost
<b>Food</b> (The Mela Organizers will provide 4 tables & chairs your booth free of charge)	\$300.00

Vendors may bring their own tables and chairs. Do not take tables and chairs from another group, vendors who do so will not be invited back and may be asked to leave. Please note what you are bringing below:

- Tables      Number \_\_\_\_\_ Size \_\_\_\_\_
- Chairs      Number \_\_\_\_\_
- Other      Please Describe \_\_\_\_\_

*I/We have read and fully understand the Vendor Terms and Conditions and agree to abide by them. Failure to comply with any of the terms, conditions, rules or regulations of this Application shall constitute an automatic termination of this Agreement whereupon the Applicant immediately shall remove the exhibit and articles from the premises and, at their own expense, restore the premises used by the Applicant.*

Signature of Vendor \_\_\_\_\_ Date: \_\_\_\_\_

**Return (with deposit & proof of insurance) to: INDIA CANADA ASSOCIATION, c/o Chandrika Anjaria, 64 Warren Rd Kitchener ON N2M 4T4 Cheque Payable to India Canada Association.**

Please Note: Receipt of application does not assure participation in Mela. All applicants will be contacted as criteria and space is determined.

