



# PARIS LIONS MAPLE SYRUP FESTIVAL

April 12, 2025

8:00 A.M. to 3:00 P.M.



## VENDOR APPLICATION – 2025

**NOTE: All information collected by this application process is strictly confidential, and is for our use only**

Booth space will be assigned ONLY UPON RECEIPT of:

- ➔ A completed & signed application form agreeing to the “Terms & Conditions”
- ➔ A photo of your current booth.
- ➔ One current dated cheque or money order with payment in full prior to March 15th, 2025
- ➔ Insurance Requirements: We require Certificate of insurance showing co-insured as the Lions Club of Paris and the Paris Fairgrounds.
  - A photocopy of your liability insurance must be attached to your application (\$2 million in liability) OR
  - You can apply for festival insurance coverage by completing the attached form

**Your cancelled cheque will serve as confirmation. You will receive set-up info and promotional info.**

### TERMS & CONDITIONS

1. Set-up information will be forwarded with contract acceptance.
2. All booths must be manned during open hours of the Festival.
3. The vendor section of the Festival opens at 8 am and closes at 3 pm on Saturday.
4. No vehicles will be permitted on any of the event areas between 8 am & 3 pm.
5. When submitting the application, photos must represent the work that will be presented for sale during the Festival.
6. Booth locations, once assigned will not be changed.
7. Vendors are to supply their own chairs, tables and fire retardant canopies.
8. Vendors are responsible for collection of taxes where applicable.
9. **Electricity will not be available. (Our liability insurance does not cover, electrical cords, etc. which pose an unacceptable risk.)**
10. Vendors will leave their space completely set up until the show closes at 3:00 pm on Saturday, after which tear down can begin.
11. All vendors will act in a courteous, professional manner at all times and not misrepresent their goods in any way.
12. Vendors may not extend their booth outside their assigned space.
13. **All exhibit space is to be kept neat, tidy and clean at all times during the show.**  
**Please leave your area as you found it. All Garbage must be removed from your booth and taken to a garbage bin provided at the designated area. Cardboard, if broken down and tied will be accepted for recycling.**
14. All vendors must provide proof of liability insurance of at least \$2 million, or insurance can be purchased for that day. Please refer to page 4 of 9 of this application for details, showing the Lions Club of Paris and the Paris Fairgrounds as co-insured.
15. Sharing or subletting booth space is not permitted without written permission from the Festival organizers.
16. A \$50.00 charge will apply for any NSF cheques.
17. There will be no refund of the cost of the rental space due to adverse weather conditions.
18. Exhibitors will strive to achieve a professional, high quality display.
19. Festival Organizer’s decisions on any dispute will be final.
20. Vendor selection and location is at the discretion of the Lions Club of Paris.
21. The vendor will release and hold harmless the Lions Club of Paris, its volunteers, employees, and agents from any liability for losses or damages resulting from this event. There is No Overnight security at this event.
22. The Lions Club of Paris reserves the right to use the images and promotional material submitted by exhibitors and those photographs taken at the show for promotional purposes without prior notice.
23. ALL FOOD VENDORS using **PROPANE** are required to provide an up-to-date **PROPANE CERTIFICATION TSSA** with vendor application.
24. ALL FOOD VENDORS are required to complete “Brant County Health Unit - Special Event Vendor Form” for the Brant County Health Unit and retain on your site during the event.



# PARIS LIONS MAPLE SYRUP FESTIVAL



April 12, 2025

8:00 A.M. to 3:00 P.M.

## Vendor Application (cont'd) (Please Print Clearly)

Business Name: \_\_\_\_\_ Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_ Fax: (     ) \_\_\_\_\_ Cell: (     ) \_\_\_\_\_

Vehicle Lic #: \_\_\_\_\_ Trailer License #: \_\_\_\_\_

Application Signed by: \_\_\_\_\_

Type of Space & Size	No. of Booths Requested	Regular Rate	Total Amount
Indoor Vendors Booths 5' Deep x 10' Wide		\$75	
Indoor Vendors booths 10' Wide x 10' Deep/ Outdoor Food Trucks - 20' x 10' Deep		\$125	
TOTAL OF REMITTANCE CHEQUE			

The Paris Lions Club will be the only booth selling Pancakes with Maple Syrup

**NOTE: We do not supply power, and no vehicles are allowed in the event area or in any other restricted areas within the Town of Paris.**

TO SUBMIT YOUR APPLICATION:

All Vendors Enclose: **(Applications will NOT be processed without all the information)**

- ➔ Cheque for total of application amount.
- ➔ Completed application/signed (pages 2 & 3). Keep page 1 for your records.
- ➔ Insurance requirements. The Lions Club of Paris and the Paris Agricultural Society are to be named as co-insured (applications will not be processed without current dated insurance). If your policy renews between now and the event, please provide a copy of your existing policy showing coverage and renewal dates.
- ➔ 1 photo of your booth for us to keep on file.
- ➔ Food & Gourmet vendors **MUST** attach health unit certification for your kitchen showing expiry date.
- ➔ There are no refunds due to weather, or other unforeseen circumstances.

Please make all Cheques payable to the Paris Lions Maple Syrup Festival by **March 15, 2025**

**Mail to: Lions Club of Paris, P.O. Box 123, Paris ON N3L 3E7**

**Email: maplesyrupfestival@lionsclubofparis.ca Communication via email is preferred.**

**Phone: 519-771-0886** (Telephone messages will take longer to be replied to.)

**Website: lionsclubofparis.ca**



# PARIS LIONS MAPLE SYRUP FESTIVAL

April 12, 2025  
8:00 A.M. to 3:00 P.M.



## Vendor Application (cont'd)

➔ Please list the items you will be selling at our Maple Syrup Festival.

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➔ Please attach a photo of your booth.

➔ All Exhibitors - please list events where you have exhibited.

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➔ Please write any applicable requests, questions, etc. HERE!!! Thanks!

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### PARIS LIONS MAPLE SYRUP FESTIVAL 2025 - STATEMENT OF APPLICATION

I have completed the Vendor Application and attached the necessary insurance requirements and cheque. I have read, understand and agree to abide by all parts of Page 1– of the TERMS & CONDITIONS, and acknowledge that any violation of any part may result in immediate expulsion from the event with no refund of fees.

In consideration of acceptance of this application, I hereby, for myself, my heirs, executors and administrators, waive, release, and forever discharge any and all claims with rights for damages which may hereafter accrue to me against the Lions Club of Paris and/or the Paris Lions Maple Syrup Festival organizers and their respective members, officers, agents, representatives, successors and/or assigns, for any and all damages and liabilities which may be sustained and suffered by me in connection with my said association with, or entry and/or arising out of my travelling to, participating in, and return from the Paris Lions Maple Syrup Festival.

Company Name: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Please Print)

Contact Name: \_\_\_\_\_ Signature: \_\_\_\_\_

## Special Events – Vendor Form

**Reset Form**

### Food Vendor Requirements

- Review the Special Events Food Vendor Guide prior to completing this application form.
- This application must be submitted **at least fourteen (14) days** prior to the event.
- Food truck/trailer vendors are required to submit a recent food safety inspection report, a copy of a Food Handler Certificate, and copy of their business licence with this application.
- Temporary food booth vendors will be required to submit a site plan.

### Event Information:

Name of event	
Date(s)	
Location	

### Food Vendor Information:

Vendor business name	
Owner/Operator name	
Address	
Phone number	
Email address	

## Food Menu Items

All food items must be obtained from an approved source (e.g., grocery store), or prepared in an inspected and approved food premises.


## Food Handling

How are the above food items prepared?

- Pre-packaged items only (no food preparation will be occurring)
- Cooked on-site
- Pre-cooked (provide name and address of locations below)

Name of certified food handlers:

## Food Vendor Set-up Information

(Either Option 'A' or 'B')

### Option A: Mobile Food Premises (i.e., Food Truck or Trailer)

Please confirm that the below requirements will be met:

- Plumbed dedicated hand wash sink, supplied with a soap dispenser and paper towel dispenser
- Supply of hot and cold potable water, under pressure

Source of your potable water: \_\_\_\_\_

- Holding tank for wastewater

Indicate whether your mobile food premise has:

- Two (2) compartment sink with required supplies (e.g., detergent and sanitizer)
- Three (3) compartment sink with required supplies (e.g., detergent and sanitizer)
- Mechanical refrigeration at  $\leq 4^{\circ}\text{C}$  ( $40^{\circ}\text{F}$ ) equipped with accurate indicating thermometers
- Hot holding storage unit(s) (if applicable) to maintain foods at  $60^{\circ}\text{C}$  ( $140^{\circ}\text{F}$ ) or higher
- Probe thermometer(s)
- Approved premixed sanitizer with clean wiping cloths
- Mixed sanitizer solutions in spray bottles

Indicate type of sanitizer:

Chlorine

Quat-based

Iodine

Other: \_\_\_\_\_

- Sanitizer test strips
- Multiple sets of clean serving utensils stored in a sanitary manner
- Clean outer garments (i.e., apron/chef coat), and hats/hairnets for food handlers
- Food protected from potential contamination (i.e., covered, elevated off the floor/ground, etc.)
- Ice from approved source, stored in food grade container and protected from contamination
- Adequate garbage receptacles
- Premises maintained in good condition and sanitary manner

**Note:** Submit a recent food safety inspection report, a copy of a Food Handler Certificate, and copy of business licence with this application.

## Option B: Temporary Food Booth Checklist

Please confirm that the below requirements will be met:

Indicate the type of overhead covering to be used for food booth:

- Roof
- Tent
- Canopy
- Other: \_\_\_\_\_

- BBQ's will be placed along exterior of overhead covering

Food booth flooring will consist of:

- Asphalt or concrete
- Wood
- Other: \_\_\_\_\_

- Portable freestanding hand sink supplied with a soap dispenser and paper towel dispenser (refer to Special Events Food Vendor Information Guide).

- Supply of hot and cold potable water

Source of your potable water: \_\_\_\_\_

- Holding container for wastewater

Indicate whether your mobile food premise has:

- Two (2) compartment sink with required supplies (e.g., detergent and sanitizer)
- Three (3) compartment sink with required supplies (e.g., detergent and sanitizer)

- Mechanical refrigeration at  $\leq 4^{\circ}\text{C}$  ( $40^{\circ}\text{F}$ ) equipped with accurate indicating thermometers

Other, please explain: \_\_\_\_\_

- Hot holding storage unit(s) to maintain foods at  $60^{\circ}\text{C}$  ( $140^{\circ}\text{F}$ ) or higher

- Probe thermometer(s)

Approved premixed sanitizer with clean wiping cloths

Mixed sanitizer solutions in spray bottles

Indicate type of sanitizer:

Chlorine

Quat-based

Iodine

Other: \_\_\_\_\_

Sanitizer test strips

Multiple sets of clean serving utensils stored in a sanitary manner

Clean outer garments (i.e., apron/chef coat), and hats/hairnets for food handlers

Food protected from potential contamination (i.e., covered, elevated off the floor/ground, etc.)

Ice from approved source, stored in food grade container and protected from contamination

Adequate garbage receptacles

**Note:** The food booth is to be maintained in good condition and sanitary manner.



## Site Plan

Provide a site plan for your booth indicating/labelling where equipment, sinks, refrigeration, etc. will be located.