



Spruce Grove & District Agricultural Society
 Box 3012, Spruce Grove, Alberta, T7X 3A4
 www.sprucegroveagsociety.com
 agrafairsg@gmail.com
 PH: (780) 960-4600

2023 Agra Fair Food Truck Vendor
Saturday August 26th, and Sunday August 27th
Spruce Grove Agrena

Join us on August 26th and 27th at the Agrena for the return of the Agra Fair!
 The food truck area is outside the Agrena on the parking lot beside Central Park. There will be all types of activities including pancake breakfast, parades, dunk tank, music, bench show and local food market. To apply to be a food truck vendor at the 2023 Agra Fair, please fill out and submit the application below.

Contact Information

Company Name: _____

First Name: _____ Last Name: _____

Main Email: _____ Main Phone: (_____) _____

Address: _____

Street Address *Apartment/Unit #*

City *Province* *Postal Code*

Mailing

Address: _____

(if different than above) *Street Address* *Apartment/Unit #*

City *Province* *Postal Code*

Facebook name/handle: _____ First time at Agra Fair

Instagram name/handle: _____ Returning

Website: _____

Products Sold *

*Please include a detailed list of all items you wish to sell. If an item is not listed on your application, you will not be permitted to sell it at the Agra Fair Vendor Show.

Insurance Information

Insurance Company Name: _____

Insurance Company Phone Number: _____

Insurance Policy Number: _____



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Merchants must provide proof of \$2,000,000.00 (minimum) commercial general liability insurance listing The City of Spruce Grove and Spruce Grove and District Agricultural Society as “additionally insured” on the policy by August 14, 2023. Merchants are responsible for their own WCB coverage.

Vehicle

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Length:		Height:	
Width:		Vehicle Type:	

Please list your Mobile Food Vendor Decal Number: _____

Please confirm you have a valid City of Spruce Grove Business Licence/Temporary Business Licence _____

Please confirm you have undergone a pre-event inspection by Spruce Grove/Stony Plain Fire Services _____

Please send a picture for market and set up purposes. _____

Set up and tear down

Set up must be completed between 7:00 am-11:00 am Saturday August 26th, 2023.
 Tear down must be completed by 8:00pm Sunday August 27th, 2023.

Rules and regulations

- There is no available power on site.
- Tent legs must be weighed down properly using a minimum of four 30 lb. weights. Tents larger than 10’ x 10’ are not allowed. All tents must have proof that tents are fire resistant.
- Vendors are responsible for providing their own equipment, ie: tables, chairs, extension cords, clean potable water garden hose, cash floats, signage, plywood, mats, etc.
- Vendors will undergo inspection by the Spruce Grove Fire Department and the Spruce Grove Supervisor of Safety Codes on July 1. Issues or concerns noted during the fire and tent inspections must be rectified or vendors will not be allowed to operate.
- A valid Food Handling Permit OR a completed Alberta Health Services Special Event Food Vendor Notification Form must be submitted by August 17. All applications will be reviewed and approved by an Alberta Health Services Environmental Health Officer.
- Vendor stalls/mobile units must be equipped with proper safety equipment including a first-aid kit, appropriate fire extinguisher, and other items listed in the Alberta Health Services Special Events Food Vendor Package.



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- Vendors must follow ALL Rules and Regulations listed in the Alberta Health Services Special Events Food Vendor Package
- Vendors must supply their OWN safety equipment and it MUST be in proper working order. Check the expiry date on your fire extinguisher!

Payment

We are limiting the food truck area to 4 businesses.
 It is \$250 for Saturday and Sunday. Must be available for both days.

The Spruce Grove and District Agricultural Society will be selling popcorn, cotton candy and canned drinks on site.

PAYMENTS: Payments can be made via cheque, cash or by E-transfer to elevatorsprucegroveagsociety@gmail.com

*When sending an E-transfer please include the registered business name and/or numbered company in the subject line to identify and apply your payment.

Thank you for Applying!

Vendor Acceptance Process:

1. All vendors are required to submit this application.
2. Once an Exhibitor has received an acceptance email from the Ag Society, they will be invoiced for the entire booth amount, and will be required to pay within two (2) weeks of invoice date and no later than August 17, 2023.
3. Cancellation Policy & Refunds;
 - a. If an Exhibitor wishes to cancel their registration on or before August 19, 2023, a full refund will be issued, less \$50 in administrative fees.
 - b. NO REFUNDS WILL BE ISSUED AFTER August 19, 2023.
 - c. All requests for cancellation must be received in writing.

Thank you for applying to the Agra Fair 2023 vendor show. For any questions, please contact us at agrafairsg@gmail.com

I, _____, representing _____

(business name) agree to the above noted terms of the Spruce Grove and District Agricultural Society Agra Fair Food Truck.

Dated

Signature