



AT ENERCARE CENTRE

### Authorization Request – “Sampling” & “Sales” Form

Spectra has the exclusive food and beverage distribution rights within the Enercare Centre, Better Living Centre, Queen Elizabeth Hall. Organizations and/or exhibitors may distribute **SAMPLES** & Sell Food & Non -Alcoholic Beverage products **ONLY** upon written authorization and adherence to **ALL** of the conditions outlined below.

- a) Food samples must be limited to ‘bite size’ - **2x2 inches / 5x5 cm or 2oz or 57 gram** and **MUST** be pre-packaged.
- b) Non-alcoholic beverage sampling: maximum serving size **4oz / 118ml**.
- c) Food or beverage items for sale must be pre-packaged in such quantities as to be solely intended for home consumption. Each individual package must be equal to or greater than **one kilogram** by weight or **one litre** by volume unless otherwise approved by Spectra  
**Products Excluded upon Approval: jams, jellies, sauces, oils, vinegars, honey, maple syrup, mustards. Any further inquiries please contact your show event manager.**
- d) Any items sold or sampled for intended consumption on the show floor must be approved in writing by Show event manager/Spectra and may be subject to a buyout fee at the discretion of Spectra.
- e) Exhibitors participating in the Food/Beverage program must adhere to policies and recommendations set forth by the City of Toronto Department of Public Health.
- f) A Certificate of Insurance Form **must** be completed or a copy of your Certificate submitted
- g) For Alcoholic beverage sampling: maximum serving size for Beer is 2oz, Spirits is 0.5oz (4oz including mix) and wine is 1oz. Please contact your Show event manager for further requirements & information.

Exhibitor’s Corporate Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone and/or Fax No: \_\_\_\_\_

Booth Number: \_\_\_\_\_

Name of Show Attending: \_\_\_\_\_

#### SAMPLING

Item	weight / size

#### SALES

Item	weight / size

### Cooking Demonstrations

Cooking Demonstrations – Operation of gas cooking appliances, barbeques or deep fat fryers is not allowed for cooking demonstrations. No cooking appliance is to be placed on combustible furnishings or too close to any combustible materials. Cooking areas must have one dry chemical fire extinguisher bearing the Underwriter’s Laboratories of Canada designation 10-BC provided by the Show Manager of the exhibitor. Any variance to this policy must be approved in writing by Show event manager, Spectra & the Enercare Centre management.

To ensure that food sampling is done in a safe manner, Enercare Centre reiterates to exhibitors giving out samples of food and/or beverages that they must adhere to policies and recommendations put forth by the City of Toronto Department of Public Health.

Will food be heated using CSA approved equipment?     Yes         No

Return this form no later than 15 business days prior to commencement of show/event to:

**Show Manager of your event**

OFFICE USE ONLY:

Approved     Not Approved     Samples required for approval

Details:

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Approved: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATE OF INSURANCE**  
**FOOD AND SAMPLING OPERATIONS**  
**(To Be Completed By the Insurer or its Representative)**

1. NAME OF INSURED	2. ADDRESS & TELEPHONE NO. OF THE INSURED
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3. Operations of the Named Insured for which this Certificate is issued:

4. COMMERCIAL GENERAL LIABILITY (Minimum limit - \$5,000,000 per Occurrence, defence costs outside limit)

A. Insuring Company	B. Policy Number	C. Policy Limit(s)	D. Effective Date	E. Expiry Date

5. POLICY PROVISIONS/AMENDMENTS/ENDORSEMENTS

A. Commercial General Liability is extended to include Personal Injury Liability, Broad Form Contractual Liability, Owner's and Contractor's Protective Coverage, Products and Completed Operations and Contingent Employer's Liability.

B. The Board of Governors of Exhibition Place, City of Toronto, and Spectra, their respective directors, officers, and employees have been named as Additional Insured but only with respect to liability arising out of the operations of the Named Insured for which an Agreement has been issued.

C. The Commercial General Liability Policy (ies) (as identified above) shall protect each insured in the same manner and to the same extent as though a separate policy has been issued to each, but nothing shall operate to increase the Limits of Liability as identified above beyond the amount or amounts for which the Company would be liable if there had been only one insured.

D. The Commercial General Liability Policy (ies) identified above shall apply as primary insurance and not excess to any other insurance available to any of the Additional Insured as set out in item 5B.

E. If cancelled or changed to reduce the coverage as outlined on this Certificate during the period of coverage as stated herein, thirty (30) days, (ten (10) days if cancellation is due to non-payment of premium), prior written notice by registered mail will be given by the Insurer(s) to Board of Governors of Exhibition Place and Spectra Food Services, c/o ENERCARE CENTRE, 100 PRINCES' BLVD., EXHIBITION PLACE, TORONTO, ONTARIO M6K3C3, TO THE ATTENTION OF THE GENERAL MANAGER OF THE ENERCARE CENTRE.

CERTIFICATION – I certify that the insurance is in effect as stated in this Certificate and that I have authorization to issue this Certificate for an on behalf of the Insurer(s) indicated above. This Certificate is valid until the expiration date(s) shown in Item 4 unless notice is given in writing in accordance with Item 5E.

Date	BROKER'S NAME & ADDRESS	SIGNATURE & STAMP OF CERTIFYING OFFICIAL
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