

2022

# WHOOOP-UP DAYS FOOD TRUCK APPLICATION - 2022

**August 23 - August 27, 2022**

[whoopupdays.ca](http://whoopupdays.ca)

**Emily Giesbrecht | Event Development**

LETHBRIDGE & DISTRICT EXHIBITION

P: 403-328-4491 Ext.205 | F: 403-320-8139

Email: [emily.giesbrecht@agrifoodhub.ca](mailto:emily.giesbrecht@agrifoodhub.ca)

3401 PARKSIDE DRIVE SOUTH LETHBRIDGE, AB T1J 4R3

# FOOD TRUCK APPLICATION

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## INFORMATION

For 125 years, Whoop-Up Days marked the culmination of summer for Southern Albertans.

Kicked-off by the highly anticipated parade through downtown Lethbridge, this year's Whoop-Up Days features your favourite sights, sounds, smells and tastes! This year's fair will feature an Indigenous cultural celebration, and will introduce a brand-new La Galleria art showcase, YQL Beach - an indoor beach party, Mini Carnival - a kid's zone, and a culinary experience that will take your taste buds on a rollercoaster of Southern Alberta flavours!

The Lethbridge & District Exhibition invites you to celebrate summer with us at Whoop-Up Days!

**Dates:** August 23 - 27, 2022

**Hours:** 1 p.m. - 11 p.m. daily *\*subject to change*

*Please read through the application carefully, as details may have changed.*

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## REGISTRATION CHECKLIST

In order for us to process your application, please complete and sign the attached contract and provide the following information:

- Proof of \$2 million general liability and property damage insurance**
- Food handling permit and/or mobile food vendor permit**
- A business card
- A current price list of all products being sold
- A colour photo of your portable food unit(s)
- When making your spacing request, please ensure your request is for the total amount of square footage needed, including hitches, canopies, condiment tables, etc.
- Food Trucks are encouraged to be self-sufficient. If necessary, please include your electrical needs and water access requirements on your application and a quote will be provided. If you require specialty hook-ups, please provide a picture of your plug.

Be sure to read the application rules and regulations carefully, complete all required information and sign page two. Confirmation of your acceptance will be emailed to you directly by the Event Coordinator.

Please feel free to contact me if you have any questions. We look forward to seeing you this summer!

**Emily Giesbrecht | Event Development**

LETHBRIDGE & DISTRICT EXHIBITION

P: 403-328-4491 Ext.205 | C: 403-809-1897 | F: 403-320-8139

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**VENDOR INFORMATION**

LEGAL BUSINESS NAME			
NAME FOR SOCIAL MEDIA LISTING			
CONTACT (FIRST & LAST NAME)			
HOME PHONE		MAIN PHONE	
EMAIL			
WEBSITE			
FACEBOOK		INSTAGRAM	
ADDRESS			
PROVINCE		POSTAL CODE	

**RATES & VENDOR REQUIREMENTS (BOOTH SPACE INCLUDES 4 VENDOR BADGES)**

BOOTH TYPE	PRICE	# REQUIRED	TOTAL
FOOD TRUCK VENDORS	\$600 deposit + 15% daily gross revenue. Deposit to be applied to commissionable sales.		
TOTAL SPACE NEEDED	Including all hitches, canopies, etc. _____ feet long x _____ feet deep		

**ADDITIONAL RATES & VENDOR REQUIREMENTS**

Please note: Self-sufficient Vendors in terms of power and water are preferred. Power (20AMP/120V or 30AMP/240V) may be available for an additional fee. Please contact LDE to discuss and finalize your application.

BOOTH TYPE	PRICE	# REQUIRED	TOTAL
1- 20 AMP/120V POWER	\$250		
1- 30 AMP/240V POWER	\$425		
		SUB TOTAL	
		ADD 5% GST	
		CONTRACT TOTAL	

No application will be processed unless it is completed in full, including applicants' signature.

**BY SIGNING THE CONTRACT BELOW, I AUTHORIZE LETHBRIDGE & DISTRICT EXHIBITION TO PROCESS THIS APPLICATION AND ALL FORTHCOMING AMOUNTS (IF APPLICABLE) RELATED TO THIS APPLICATION.**

**PAYMENT TYPE CREDIT CARD INFORMATION**

<input type="checkbox"/> Credit Card <input type="checkbox"/> Cheque Attached <input type="checkbox"/> Cash/Debit Card/Other <input type="checkbox"/> E-Transfer	Credit Card (MC/V)# _____ Expiry _____ CVV _____
	Invoice# WUD0820 Ex Park GST #R123172801 PID # AA03FUU41
	**E-TRANSFER INFORMATION: EMAIL: <a href="mailto:payments@exhibitionpark.ca">payments@exhibitionpark.ca</a> , PASSWORD: Expark, COMMENTS SECTION: List
	Business name & the event _____

WE HEREBY DECLARE THAT WE HAVE READ AND ACCEPTED THE TERMS AND CONDITIONS OF THE PARTICIPATION CONTRACT AND AGREE TO ABIDE BY THE RULES AND REGULATIONS OF THE 2022 WHOOP-UP DAYS EVENT, AND ANY AGREEMENTS WHICH MAY BE IMPOSED BY THE RELEVANT AUTHORITIES OR THE VENUE AS A CONDITION OF ALLOTMENT OF SPACE. WE HEREBY SIGN AND AGREE TO BE BOUND BY THEM.

DATE:	NAME:	SIGNATURE:

<b>OFFICE USE ONLY:</b>	
Amount received with Application: _____	Balance Due: _____
Booth# _____ EP: _____ DB: _____	Finance: _____ Mapped: _____ CP: _____

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## PAYMENT & CONTRACT AGREEMENT

- Returning Vendor applications are due **June 22, 2022**; if not received by this date, booth space WILL NOT be held and will be released for resale.
- Contract will not be processed until this document is fully completed, including signature, list of ALL products sold (include brand names) and payment.

### PAYMENT

- Once you apply, wait for a letter of approval before contacting Lethbridge & District Exhibition at 403-328-4491 to make payment.
- **Payments must be received in full by August 1, 2022** or booth space will be sold to wait list vendors.

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## PRODUCT DESCRIPTION & PRICING

Please provide a current product description & price list of all products being sold

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## PHOTOS

Please submit a colour photo of your portable food unit(s) and featured products

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## TERMS & CONDITIONS

1. Food Trucks must remain set up on-site for the entire duration of the event. Access to the ground each day will be available to for re-stocking trucks.
2. All pre-packaged, bottled or canned non-alcoholic beverage products sold on-site must be purchased through Lethbridge & District Exhibition. Some exclusions apply, and exceptions will be made at the discretion of the Events Manager. Additional communication will be provided to the vendor prior to Whoop-Up Days 2022.
3. Management will attempt to accommodate all requests but due to limited space, vendors will not be permitted location selections.
4. Management reserves the right to move booth placements, if required, up to the event move-in.
5. Vendors are to wait for an approval confirmation prior to contacting the office to submit payment.
6. Payment must be received in full by August 1, 2022 or booth spaces will be released to waitlisted vendors.
7. Vendors must be moved in August 22 by 2p.m. or will be considered no-shows, no refunds will be issued and booth space will be sold to waitlisted vendors.
8. Vendors must not sublet or share booth space with any other business or vendor.
9. Vendors must wear provided badges in their booths.
10. Security will be effect from move-in until conclusion of move-out.
11. Parking is not included for Vendors.
12. Management reserves the right to cancel booth space if vendors are intentionally breaking terms agreed upon.
13. Vendors acknowledge that all right, title and interest in video(s) and/or photograph(s) taken on the show floor, being original works, belong to Lethbridge & District Exhibition for marketing purposes.
14. No Vendor will have exclusive rights to products. Other Vendors will be allowed to sell similar products.
15. No threatening or aggressive behavior to marketplace management, security, members of the public, or other Vendors will be tolerated.
16. No helium or propane cylinders are allowed in the buildings.
17. No animals are allowed in the booths or left in vehicles.
18. No smoking of cigarettes, vaping or marijuana is permitted inside the buildings.
19. There is no loading dock on-site.
20. Forklifts will be available on-site. Forklifts are available to lift from 3,500lbs to 8,500lbs. Exhibitors requiring forklifts for longer than one hour and excessive usage may be required to pay additional costs and should book ahead for early move-in and later move-outs
21. Food vendors must comply with the Alberta Health Food Safety Regulations, which includes providing Mobile Food Handling Permit
22. Management may at any time in its discretion, remove the Vendor, and/or its employees/workers from event grounds for any violation of this contract
23. All cancellations prior to August 8, 2022 may be subject to a 25% Administration Services Charge.
24. Food Vendors cancelling participation after August 8, 2022, will forfeit all monies.

25. All cancellations must be made in writing to the Event Management.

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## REGISTRATION SUBMISSION

We look forward to seeing you welcoming you at Whoop-Up Days! Please return COMPLETED applications via email or in person, along with all additional requirements listed in the registration check list to: [emily.giesbrecht@agrifoodhub.ca](mailto:emily.giesbrecht@agrifoodhub.ca)

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