



**CALGARY EXHIBITION & STAMPEDE  
EXHIBITOR AGREEMENT  
Food & Non Alcoholic Beverage**

Event Name: \_\_\_\_\_  
Show Manager: \_\_\_\_\_  
Exhibitor Company Name: \_\_\_\_\_  
Exhibitor Representative's Name: \_\_\_\_\_  
Exhibitor Booth Number: \_\_\_\_\_  
Event Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

**REGULATIONS:**

1. This form must be submitted for approval, to the Calgary Exhibition and Stampede (CES), by any Exhibitor who wishes to sample, demonstrate, or sell food or nonalcoholic beverage products that will be consumed on site.
2. All products being sold or sampled must be pre-approved by the Calgary Exhibition & Stampede.
3. It is the responsibility of the Trade Show Manager to submit a list to CES and Alberta Health Services naming all Exhibitors that will be sampling, demonstrating, or selling food. All Exhibitors are subject to approval by both CES and Alberta Health Services. All information must be received 14 business days prior to the event to allow ample time for approval.
4. It is the responsibility of any Exhibitor that will be sampling, demonstrating, or selling food to submit this agreement to Stampede Park for approval by the Concession Manager at least 14 days prior to show date.
5. Exhibitors and Show Managers must comply with all health and safety regulations as outlined in, The Environmental Public Health Program, through Alberta Health Services. For information please go to Alberta Health Services:  
<http://www.albertahealthservices.ca/EnvironmentalHealth/wf-eh-special-events-temporary-food-establishment-vendor-package.pdf>
6. CES Food and Beverage will not approve any items that compete with our menus.
7. Alcohol samples and sales are not approved on this agreement, but must be submitted for approval on the "Alcoholic Beverage Exhibitor Agreement".

**Free Samples:**

1. Samples / giveaways will be assessed, approved or disapproved by CES.
2. Samples / giveaways may be subject to a "Rights Fee".
3. Sample items must be restricted to a maximum 2-ounce liquid portion or a toothpick size food portion.

Please list below any food or nonalcoholic beverage products that will be sampled, demonstrated or given away, at your exhibit booth that you wish to submit for approval by the CES. Please provide a full description of all products, including sample size.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

**Items Being Sold:**

1. Exhibitor agrees to pay 20% + GST commission on Net sales. Payment is to be made nightly and within twenty (20) minutes of the event closing, to the Concession Supervisor on duty.
2. Exhibitors must keep satisfactory proof of all sales; otherwise the amount payable will be at the discretion of the Concession Manager.
3. Government regulations require GST to be charged on the 20%.

Please list below any food or nonalcoholic beverages that will be sold on-site at your exhibit booth, that you wish to submit for approval by the Calgary Exhibition and Stampede. Please provide a full description of all products, including size and price.

- A. \_\_\_\_\_
- B. \_\_\_\_\_
- C. \_\_\_\_\_

4. The maximum number of Exhibit booths allowed to sell in the BMO Centre are as follows:  

|                        |                       |
|------------------------|-----------------------|
| 2 in a one-hall show   | 3 in a two-hall show  |
| 4 in a three-hall show | 6 in a four-hall show |

5. The maximum number of Exhibit booths allowed to sell in the Big Four Building are as follows:  

|             |                      |
|-------------|----------------------|
| 1 in Hall A | 2 in the Lower Level |
|-------------|----------------------|

Stampede Park reserves the right to shut down any Exhibitor that does not follow the above regulations.

The preceding regulations are understood and agreed to:

|                    |                    |
|--------------------|--------------------|
| Trade Show Manager | Exhibitor          |
| Date submitted     | Approved by (CE&S) |

Mail or Fax to: Calgary Stampede Food & Beverage Department / Concessions  
Attention: Concessions Manager  
PO Box 1060, Station 'M'  
Calgary, Alberta T2P 2K8  
Fax: (403) 261- 9108 Telephone: (403) 261- 0180