



Salmon Arm Folk Music Society
Box 21, Salmon Arm, B.C., V1E 4N2
PH: 250 833 4096
Send applications to: Cindy Diotte
info@rootsandblues.ca

Festival Dates: August 18-21, 2022

SALMON ARM ROOTS and BLUES Food Vendor Application

COVID 19 – Salmon Arm Folk Music Society is following BC Gov't COVID-19 regulations/and BC Interior Health Regulations whichever is more stringent – ALL staff must show proof of double vaccination, must show valid government ID, masks are mandatory, until further notice. For information on British Columbia's current public health order <https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>.

Food Vendor Policies

The Salmon Arm Folk Music Society's Roots and Blues Festival is the largest outdoor multicultural festival of its kind in the Interior of British Columbia. In 2019, the Festival drew over 27600 attendees over three days. The Food Vendor Area is prominently located on the site and is a busy and popular part of the Festival. As an event that celebrates a diversity of cultures and heritages, the Festival wants to reflect the same idea in its food vendor area.

All food vendor booths must meet the standards under the **BC Health Temporary Food Service Regulation** and must display a valid **BC Temporary Food Concession Permit**. All vendor information will be shared with the Health Department and the Health Inspector may contact you in advance. Concessions **must conform** to BC electrical and building codes **including a valid BC electrical inspection sticker or an inspection certificate posted on the premises**. All vendors must also comply with **BC Fire code required - CAN/ULC 1254 Standard**.

Any vendor failing to comply with the above requirements will not be hooked up and will not receive a refund. Food vendors are also required to carry and supply a copy of \$2 million liability insurance.

PLEASE CONTACT INTERIOR HEALTH WELL IN ADVANCE TO ENSURE ENTRY TO THE FESTIVAL – ALL PERMITS MUST BE UP-TO-DATE

**CONTACT Interior Health Authority - Sylvia Wong | P.O. Box 627, Salmon Arm, BC V1E 4N7
PH 250-833-4125 FAX 250-833-4117 email sylvia.wong@interiorhealth.ca**

DEADLINE for Interior Health Permit IS JULY 31 FOR PERMIT COMPLETION

HEALTH AND SAFETY

COVID 19 SAFETY PROTOCOLS We look forward to welcoming you back to the sights and sounds of the 30th ROOTS and BLUES Festival in beautiful Salmon Arm. We are committed to the health and safety of our musicians, attendees, vendors, volunteers, sponsors and stakeholders and this year is no exception.

Our focus is following all current government public health orders as well as employing practices that we confidently believe are in the best interests of all. We will continue to do our part to help prevent the spread of COVID-19.

All policies are subject to change to comply with government health orders and the evolving nature of the pandemic.

For information on British Columbia's current public health order, [click here](#).

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Proof of Vaccination In accordance with the BC Provincial Health Order, proof of vaccination for those ages 12+ is required. The BC Vaccine Card is required to attend ROOTSandBLUES. To get your card today [click here](#).

KNOW BEFORE YOU GO – COVID 19

Admission is subject to compliance with all BC Government and Interior Health and safety laws, facility rules and event regulations.

- You are required to show proof of double vaccination (meeting the below requirements) at the ROOTSandBLUES entry gate(s).
- Proof of double vaccination is required for each entry, as vaccine status is not tracked.
- Vaccine exemptions are not accepted.
- Negative COVID-19 test results are not accepted.
- For guests outside of the province, you must show the provincial/territorially officially recognized vaccination record and valid government photo ID.
- For international guests, you must show proof of vaccination used to enter Canada and valid passport or driver's license. International guests can use the ArriveCan app as proof of vaccination.
- The name on both Government issued photo ID and vaccination card need to match.

SAFE PRACTICES

- **Social Distancing:** Public health guidance stresses that whenever possible, everyone should leave distance between themselves and the person closest to them. Where a task cannot be accomplished working alone, or where distancing is simply not practical, staff and volunteers can limit their exposure by forming a “work team” in which people routinely work together, but they keep their distance from everyone else.
- **Hand Washing:** Frequent hand washing with soap is vital to help combat the spread of any virus. When a sink is available, staff should wash their hands for twenty seconds at least every 60 minutes, and dry thoroughly with a disposable towel or dryer. As a backup, staff may use sanitizer containing at least 60% ethanol or 70% isopropanol when a sink is not available. Staff should also wash their hands at the beginning and end of each shift and break, after using the restroom, sneezing, touching their faces, blowing their nose, cleaning, sweeping, mopping, smoking, eating, or drinking.
- **Gloves:** Gloves are not a substitute for regular hand washing. Gloves made of vinyl or similar non-absorbent material that allows fine motor function without the possibility of contaminating the wearer's hands should be worn when assisting/attending to potentially sick staff or patrons, when handling food (all pre-packaged, if at all), tickets, or any items on which infection can be transmitted, and when using cleaning or disinfecting products.
- **Food Handling:** To minimize exposure when it comes to food in shared spaces, all staff and volunteers are asked to wash hands prior to serving themselves food, to use tongs or serving utensils to serve food (allowing a volunteer to serve all food where applicable), and washing and drying all tongs/serving utensils after use.
- **Face Coverings:** Masks fully covering the mouth and nose must be worn at all times in indoor settings (except when actively eating or drinking) by staff, volunteers, crew and performers. Performers/speakers are only allowed to remove their masks right before getting on stage. No staff, crew, volunteer is ever allowed to be in a venue without a mask on, no exceptions, regardless of social distancing. Face shields are not an alternate to wearing a cloth mask that fully covers the mouth and nose.
- **Personal Protective Equipment and Equipment Sharing (“PPE”):** For staff and volunteers, PPE to minimize the risk of exposure to coronavirus is as necessary as it is for patrons. Employers should ensure that in addition to face coverings and gloves, staff and volunteers have PPE appropriate for their work and that vendors and independent contractors provide and use their own.
- Any employees, volunteers, contractors, performers, or guests matching the following are not permitted to enter the SAFMS office, venues:
 - Is in the same household as a confirmed or clinical COVID-19 case who is self-isolating;
 - Was directed by the BC Health Authority to self-isolate;

- Any employees with COVID-like symptoms such as a sore throat, fever, sneezing, or coughing must return to the workplace for a minimum of 10 days from the onset of symptoms, and until the symptoms have resolved.
- Impacted Crew who have been in close contact with a person who tests positive, but who are not presently symptomatic or suffering a fever greater than 38.0 C, should not come to work for 14 days after their last close contact, and quarantine themselves. During quarantine, they should watch for symptoms of COVID-19.
- Sanitizing High-Touch Areas - As soon as crew, staff, volunteers, contractors and performers begin to load in, surfaces and objects that are touched frequently, such as the ones listed below, should be regularly disinfected using products approved by the Provincial and Federal Government.
- Where physical distances cannot be maintained from an employee's work station within the building, temporary plexiglass barriers will be in place. Depending on the arrangement of the event, these barriers may be installed at the box office, workplace area and / or tech booth.

Food and Beverage:

- Food Vendors are notified of policies in place, in advance. Staff should be limited consistent with social distancing, and drinks should be placed on the table or counter, rather than handing drinks directly to patrons.
- Point of Sale Terminals. POS terminals should be assigned to one staff where possible, and they should be sanitized between each user and before and after each shift. If multiple staff are assigned to a terminal, then staff should sanitize their hands after each use.
- Tables and Chairs. Tables, bar tops, stools and chairs should be sanitized after each use.

PLEASE DO A SELF ASSESSMENT HEALTH CHECK before entering the Salmon Arm ROOTSandBLUES site, and DO NOT ENTER THE SITE/ EVENT if you are experiencing symptoms of COVID 19.

Most common symptoms: Fever, cough, tiredness, loss of taste or smell

Less common symptoms: Sore throat, headache, aches and pains, diarrhea, a rash on skin, or discoloration of fingers or toes, red or irritated eyes

Serious symptoms: Difficulty breathing or shortness of breath, loss of speech or mobility, or confusion, chest pain. Seek immediate medical attention if you have serious symptoms. Always call before visiting your doctor or health facility.

People with mild symptoms who are otherwise healthy should manage their symptoms at home. On average it takes 5–6 days from when someone is infected with the virus for symptoms to show, however it can take up to 14 days.

ENVIRONMENTAL POLICY TERMS AND CONDITIONS

The goal of the Salmon Arm ROOTSandBLUES Festival is to improve our environmental sustainability. Every year we are committed, where possible, to adopt practices that reflect sustainable principles and best practices. Since 2018, 2019 and this year, we have committed to implementing a composting program that includes our volunteer, vendor and beverage areas. In addition, we have implemented a policy of **no single use water bottles to be sold on site.** Your help and compliance with this initiative will go a long way to achieving our goal.

Fundamental to this approach is the **use of compostable plates, cutlery, napkins, straws, cups and glasses. The use of Styrofoam and non-compostable packaging, such as aluminum foil is not acceptable. Single serving condiment packages are to be avoided to prevent contamination of the compost.**

To facilitate this objective **all materials must be CERTIFIED COMPOSTABLE, NOT BIODEGRADABLE or RECYCLABLE.** There are a number of suppliers who can provide this type of material to you, should you need help in sourcing these materials please contact us for a list of suppliers.

1. Compostable items (manufactured items)
 - a. **Some typical certifications are:**
 - i. BPI
 - ii. ASTM D6400 or D6868

- iii. CAN/BNG 0017-088, or EN 13432
- iv. OK Compost

Pre-festival and prior to the start up of the Vendor area a brief introduction to our waste stream process will be provided to you. Receptacles for the following types of waste will be provided for your use.

1. **Compost** – smaller containers will be located between vendors for vendor use. These will then be transferred to a large bin for transport off site. Attached is a listing of acceptable compostable materials.
2. **Recyclables** – These must be kept separate and transferred to one of our waste stations for pickup by our Environment Crew. **Items for recycling must be cleaned prior to being placed in the recyclable receptacles, non-cleaned items are considered as contaminants and will have the recyclables rejected by our service provider.** A list will be provided to you. Clean cardboard will be collect separately.
3. **Returnables** for deposits – These must be kept separate and transferred to one of our waste stations for pickup by our Environment Crew.
4. **Garbage** – Any material not fitting the above criteria.
5. **The damage deposit is \$500, we have had vendors who left cooking oil for us to clean up and also some vendors did not comply with the new enviro policy and used recycling items and not compostable products or just neglected to comply. We will keep your damage deposit if you do not use compostable items.**

Space Rental

Standard Space Size: 15'x 15'

Included: 2-15 amp 110-volt circuits

Cost: \$1650 plus if you require additional power and footage (power not available until Friday)

Beer Garden Food Vendor: We are offering one spot in our main beer garden for a full meal food vendor - \$600 extra, we will let the vendor know once selected, then they will pay the extra fee.

Barn Stage, 2 vendors only, selected on food type, regular rates apply

Extra Footage: Extra footage is \$25.00 per foot.

Staffing

Up to four staff passes including the proprietor are included with cost of space. Additional staff passes, or camping can be purchased on our website rootsandblues.ca

Application Process • Application Deadline March 31, 2022

All Applicants must submit a full menu at time of application regardless of whether they are a returning food vendor or not. Returning Food Vendors are not guaranteed a spot at the Festival.

Spots are pre-assigned by our discretion. Booth sizes, types of food all factor in to this decision.

Proof of insurance and other required permits must be submitted at time of application along with cheques for fees. Application fees are due March 31, 2022. We accept credit card payment as well. The damage deposit is \$500. We have had vendors **who left oil for us to clean up and also some vendors did not comply with the new enviro policy and used recycling items and not compostable products or just neglected to comply.**

ROOTSandBLUES will retain your damage deposit if you do not use compostable items.

Part A • Applicant Contact Information
(Please Print for Clarity)

BOOTH NAME: _____

CONTACT NAME: _____

Website: _____

Mailing Address: _____

City: _____ Prov: _____ Postal Code: _____

Phone: _____ Other: _____

Email: _____

Part B • Staff –

Please list yourself (proprietor) and up to 3 staff that is included with cost of space.

Additional Staff Passes can be purchased on our website rootsandblues.ca

If you require camping please purchase on our website www.rootsandblues.ca

1. _____ 2. _____

3. _____ 4. _____

Part C • Menu and Concession Photos (Please include as attachments)

It's important to see where your serving sides and tongue is located for set-up.

All booths are pre-assigned by ROOTSandBLUES.

List detailed menu items and pricing or provide a menu.

▪ You may only sell menu items listed with this application.

▪ Please include photos of your concession.

Check In/Set Up Hours – If your booth is located in the BARN stage, you begin Thursday at 7 pm. Set up by 3 pm on Thursday, August 18th IF ACCEPTED.

Regular Food Area - 7 am to 12-noon • Friday August 19, 2022

Must be Set-Up for 12 noon

No Entry to Site After 12 noon

Regular Food Area Hours of Operation

Friday August 19th • 5 pm to 11 pm

Saturday August 20th • 11 am to 11 pm

Sunday August 21st • 11 am to 11 pm

***Please CHECK IN with the Food Vendor Coordinators for spot assignment and your vendor package on arrival. There will be vaccine checkers at the gate of entry. You will be assigned one parking pass per vendor. THIS IS NOT A CAMPING PASS.**

Part D •

Application/Checklist • Application Deadline March 31, 2022

Are you interested in being located in the Beer Garden Yes: _____ No: _____

Are you interested in being located in the Barn Stage Yes: _____ No: _____

You will be contacted if we choose your booth to be located in the Beer Garden.

PLEASE BE ACCURATE, INCLUDE TONGUE in LENGTH - WE DESIGNATE FOOTAGE AND POWER BEFORE YOU ARRIVE- DO NOT UNDERESTIMATE

Booth's dimensions (INCLUDE HITCH): Length _____ Width _____ Height _____

Standard booth (15' x 15' & 2-15 amp – 110 volt) Base Price = \$ 1,650.00

Extra Footage: \$ 25.00/ft. beyond 15' (incl. tongue) is _____ x \$25.00 = \$ _____

Extra Power 30 amp/125/220 volt _____ x \$105.00 = \$ _____

60 amp/125/220 volt _____ x \$230.00 = \$ _____

Subtotal = \$ _____

If you have been selected for the beer gardens, we will notify you for an additional payment of \$600. (Do not include until we've requested) = \$ _____

TOTAL= \$ _____

Please include cheque payable for March 31, 2022 (If applicable). We also take credit card payment. Visa and Mastercard. Vendors will be selected in March, payments needed by the end of March/April. If you're using credit card, please indicate and Cindy will call you for CC payment.

Credit Card YES or NO / Cheque YES or NO **All fees are non-refundable**

Checklist

- Booth fees (End of March 2022)
- Photo or drawing of booth showing all serving sides (show where tongue is)
- Enclosed documentation proof of valid BC Temporary Food Concession Permit
- Enclosed documentation proof of \$2 million Liability Insurance
- Separate cheque \$500.00 Cleaning/Damage Deposit This will be taken from you if you do not use 100% compostable items for patrons, or sell plastic water bottles. Or leave behind cooking oil/grease on the festival grounds.
- Submit a full menu (list detailed menu items and pricing or provide a menu)
- Include photos of your concession or send email to info@rootsandblues.ca

Would you like to participate in our FOOD VENDOR TICKET PROGRAM to feed our hard working and dedicated VOLUNTEERS?

YES _____ or NO _____

ONLY 5 VENDORS WHO OFFER a HEALTHY PORTION TO FEED OUR VOLUNTEERS AND PERFORMERS WILL BE ACCEPTED FOR THIS PROGRAM.

The volunteers receive tickets that they can use at the selected vendors who participate. We pay you \$6 for each food vendor ticket. The volunteers do not pay any monies over and above the \$6 item and we only pay \$6 and the volunteer does not pay extra. Please state what you will give the volunteer in return for one ticket, we provide them with a menu of the selected vendors and what you will offer in return for their ticket. For the \$6 ticket, I agree to provide this item. (State if it's a full portion please)

PLEASE SEND IN MENU ITEMS for VOLUNTEERS TO CHOOSE FROM IN ADVANCE.

_____ **OR** _____ **OR** _____

Would you like to participate in our FOOD VENDOR BUCK PROGRAM to feed our ROOTS and BLUES performers?

YES _____ or NO _____

The performers receive vendor \$10 coupons that they can use at the selected vendors who participate. We pay you \$10 for each food vendor coupon. The performers do not pay any monies over and above the \$10 item and we only pay \$10 for the coupon used. Please state what you will give the performer in return for one coupon, we provide them with a menu of the selected vendors with menu items you will offer in return for their coupon. PLEASE SEND IN MENU ITEMS for PERFORMERS TO CHOOSE FROM IN ADVANCE.

For the \$10 coupon I agree to provide these items _____

OR _____

OR _____

***We will send you a cheque or an e transfer once all the vendor bucks are tallied.**

Incomplete applications will be returned.

Those applicants who are not approved will have their cheques mailed back to them at the Society's expense. You will be contacted as soon as you are approved. There are **NO REFUNDS**.

Acknowledgement of Agreement

I accept the above stated conditions and do not hold the Salmon Arm Folk Music Society or its staff or volunteers legally responsible for any loss, damage or theft incurred to myself, my employees or my goods and equipment during this event. I understand that health and safety inspections will occur during the Festival and that I need to have all required permits and insurance present or I could be turned away (No refunds). I understand that there is a NO REFUND policy. I understand that there will be no power provided until Friday morning. I will provide my own generator until Friday. I understand that my damage deposit of \$500 may not be returned if I didn't bring compostable items or if I leave oil/grease (cooking), trash on the Salmon Arm festival grounds. I have read and agreed to the Health and Safety sections pertaining to COVID 19 BC Provincial or Interior Health regulations for my booth and staff to follow all regulations, double dose of vaccine, mandatory masks, self-assessment health checks, and COVID 19 sanitary practices.

Signature: _____

Date _____

Contact Information:

Office Location: 541 3rd ST SW, Salmon Arm, BC
(250) 833-4096 or email info@rootsandblues.ca

Website: www.rootsandblues.ca

Please make cheques payable to: Salmon Arm Folk Music Society

MAIL TO: PO Box 21, Salmon Arm BC V1E 4N2