



Please find the attached **Alberta Health Service Temporary Vendor Notification Form**. Each advertiser and sub-advertiser must complete this form and submit to the Calgary Stampede Rodeo and Chuckwagon Office no later than **June 1st, 2012**.

We have filled out any information required as the organizer for your convenience in hopes this expedites the process. Please be advised we will be sending you a hosting space layout diagram at a later date once we have received all forms and have set individual hosting spaces. There is no need to fill out that section on page three at this point in time.

Send your completed forms on or before **Friday, June 1st** to:

Calgary Stampede  
Attn: Rodeo Office  
Box 1060 Station M  
Calgary, AB T2P 2K8

Fax: 403.261.0208

Email: [chuckwagons@calgarystampede.com](mailto:chuckwagons@calgarystampede.com)

<b>Applicant Information</b>	Vendor/ Booth		
	Mailing Address		
	City / Municipality	Province	Postal Code
	Name of Establishment Manager / Vendor		
	Phone ( )	E-mail	Fax ( )

<b>Event</b>	Name of Special Event <b>Calgary Stampede - Chuckwagon Advertiser Hosting</b>		
	Organizer Name <b>Catherine Laycraft</b> Main Contact: <b>Lauren Parker</b>		
	T:(403)261-0534    E:chuckwagons@calgarystampede.com		
	Phone <b>(403) 261-0117</b>	Email <b>claycraft@calgarystampede.com</b>	Fax <b>(403) 261-0208</b>

<b>Food &amp; Beverage Items</b>	Please list all of the open food and beverage items for sale/sample.		

<b>Location of Food Preparation</b>	If <u>all</u> foods will be prepared in the booth, move to page two. If any foods will be prepared off site please continue fill out the information below and complete Page 10 of the Vendor Info Package.		
	Name of Permitted Food Establishment		
	Address of Food Establishment		Facility Number
	City / Municipality	Province	Postal Code

# Temporary Event Notification

<b>Services</b>	<b>Services Provided By:</b>	<input type="checkbox"/> Vendor	<input checked="" type="checkbox"/> Event Organizer
	<b>Solid Waste Disposal</b>	<input checked="" type="checkbox"/> Garbage containers	<input type="checkbox"/> Other _____
	<b>Liquid Waste Disposal</b>	<input checked="" type="checkbox"/> Holding tank	<input type="checkbox"/> Other _____
	<input checked="" type="checkbox"/> Municipal sewer (Direct connection) (city/town) <b>Calgary</b>	Disposal location <b>Sanitary Sewer</b> _____	
	<b>Water Source &amp; Equipment</b> <i>*All water containers &amp; equipment (including water lines) must be food grade.</i>	<input type="checkbox"/> Holding tank	<input type="checkbox"/> Other _____
<input checked="" type="checkbox"/> Municipal Water (Direct connection) (city/town) <b>Calgary</b>	Fill Location _____		
<b>Power Supply</b>	<input type="checkbox"/> Gas/Propane	<input type="checkbox"/> Other _____	
<input checked="" type="checkbox"/> Electric			

<b>Temperature Control</b>	<b>Hot Holding Equipment</b>	<input type="checkbox"/> Steam Tables How many: _____	<input type="checkbox"/> Stoves How many: _____	<input type="checkbox"/> Other _____
	<b>Cold Holding Equipment</b>	<input type="checkbox"/> Refrigeration How many: _____	<input type="checkbox"/> Ice-chests with ice	<input type="checkbox"/> Other _____
	<b>Cooking Equipment</b>	<input type="checkbox"/> Stoves How many: _____	<input type="checkbox"/> BBQ	<input type="checkbox"/> Other _____
	<b>Transportation</b>	<input type="checkbox"/> Ice-chests How many: _____	<input type="checkbox"/> Reefer Truck	<input type="checkbox"/> Other (Hot holding cabinet) _____

<b>Sinks</b>	<b>Handwashing</b> <i>*All handwashing facilities must have warm running water, liquid soap and paper towels.</i>	<input type="checkbox"/> Temporary handwash station in the booth	<input type="checkbox"/> Plumbed sink	<input type="checkbox"/> Other _____
	<b>Dishwashing</b>	<input type="checkbox"/> 2-compartment sink	<input type="checkbox"/> in the booth	<input type="checkbox"/> Provided by vendor
	<input checked="" type="checkbox"/> 3-compartment sink	<input checked="" type="checkbox"/> at central wash station	<input checked="" type="checkbox"/> Provided by organizer	

<b>Structure</b>	Event will be held:	<input type="checkbox"/> Indoor	<input checked="" type="checkbox"/> Outdoor
	<input type="checkbox"/> Enclosed Tent	<input type="checkbox"/> Covered Booth	<input type="checkbox"/> Other _____
	<input type="checkbox"/> Covered Tent	<input type="checkbox"/> Open-top Booth	_____
	Describe the surface types/materials within the structure used during outdoor events. Floors: <b>Pavement</b> Walls:                      Counters:		

## Temporary Event Notification

Do any food handlers have training in food sanitation and hygiene?

yes     no

Please use this space to draw a diagram of the booth layout including all equipment for the event (cooking, dishwashing, handwashing, storage etc). Photographs may also be submitted.

I certify that the information is to the best of my knowledge true and correct.

Signature \_\_\_\_\_

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

### For Office Use Only

Reviewed by: \_\_\_\_\_

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