



# Food Sample Form

**Event: Grocery Innovations Canada - 2023**  
**Dates: October 24-25, 2023**

The Toronto Congress Centre (TCC) is a practicing HACCP facility adhering to the highest food safety standards. In order to uphold our HACCP accreditation, it is imperative that we monitor and control all food products being served onsite. All exhibitors who wish to dispense food samples at TCC must submit this form in advance of the Event.

Contact Name:		Booth Number(s):	
Company Name:		Email:	
Address:		City/Prov:	
Postal/Zip Code:	Phone #:	Fax #:	

**Please describe your proposed food & beverage sample:**

Please check one of the following:

Open and Packaged Samples Only                       Food or Non-Alcoholic Beverage Product for Consumption onsite

Brief description of food or non-alcoholic beverage product	:	
Describe individual food or non-alcoholic beverage packaging and size. <b>NOTE:</b> Not to exceed 3oz for food & 5oz for non-alcoholic beverages. <i>Any alcoholic sampling must be directly approved by GIC Show Management, not the Toronto Congress Centre.</i>	:	
Describe the exact portion of product i.e., one ounce and quantities served	:	

**How will the sample be prepared in your booth?**

<input type="checkbox"/> Microwave	<input type="checkbox"/> Pan Frying	<input type="checkbox"/> Warming Plate	<input type="checkbox"/> Electric BBQ
<input type="checkbox"/> Request for TCC to prepare product	<input type="checkbox"/> Induction Cooking (Fire Extinguisher on Standby)	<input type="checkbox"/> Other	

**NOTE:** Distributor of samples is responsible for arranging a fire extinguisher on standby during sampling of product.  
 For food samples, cooking system must have its own fire suppression and ventilation system (must be a minimum of 12" from anything flammable). Microwaves, Warming Plates, Pan Frying (no open flame) and electric BBQ are all permitted. Fire extinguisher to be on standby. Open flames are not permitted in exhibit booth.

If "Other," please describe:



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**TCC Guidelines:**

1. TCC holds exclusivity to F & B within the facility.
2. Written approval is required by TCC if looking to distribute food and beverage samples prior to the Event.
3. Distribution of alcohol samples are not permitted without TCC's prior written approval. Event Management must have required permits, insurance coverage and comply with regulations set forth by the AGCO, LLBO and any other necessary authorities.
4. Event Management agrees to indemnify TCC with respect to any liability regarding sampling.
5. Exhibitor is responsible for supply and setup of equipment to warm food (i.e., heat lamps), serving equipment and/or paper products (i.e., napkins, plates, etc.), and cutlery.
6. Exhibitor's serving equipment is not permitted in TCC's Kitchen.
7. Costs or services associated with setup/teardown of equipment, labour, furniture, transportation, power, cleaning, etc. are the responsibility of the distributor of food and beverage samples.

The undersigned agrees to prepare and serve all samples in accordance with the Food Safety at Special Events' guidelines outlined in the City of Toronto – Toronto Public Health: <https://www.toronto.ca/community-people/health-wellness-care/health-programs-advice/food-safety/food-safety-at-special-events/> including, but not limited to, the providing of portable hand washing facilities where appropriate.

**IN AGREEMENT:**

Signature: \_\_\_\_\_

Return Order Form To:  
Attention: "Daniel Dearlove"  
Email: [DDearlove@torontocongresscentre.com](mailto:DDearlove@torontocongresscentre.com)

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

Signature of Toronto Congress Centre Representative: \_\_\_\_\_

Special Comments: \_\_\_\_\_