



**APPLICATION FOR CARABRAM CULTURAL DELEGATION**

Carabram welcomes your interest and provided on the following pages are the applications to participate as a CULTURAL DELEGATION and as well as applications to any cultural food vendors, merchandise and artisan vendors, cultural entertainers and community engagement experiences. Please read all the pertinent information and all of the Terms and Conditions carefully before completing the application. We look forward to this year's Carabram and hope you will join us and be a part of our Application deadline is Friday, May 31<sup>st</sup>, 2019.

1	Which Cultural is being represented by the Delegation			
2	Name of Sponsoring Group			
3	Contact Person	Home		
		Office		
4	Are you Incorporated	Yes	Incorporation Number	
		No		
5	Sponsor Group Address			
6	Sponsor Group Phone Number	Home		
		Office		
7	Alternate Contact Person	Home		
		Office		
8	Alternate Contact Person Address			
9	Name of Insurance Company			
10	Policy Number			
11	Phone Number			
12	Amount of Liability Coverage			
13	Number of Members			
14	Date of election of officers (if any)			
15	Signature of President/Chair of Sponsoring Group	X		
16	Print Name of President/Chair	X		
17	Date Signed			



**Which of the following Cultural Components will your group be offering?**

**Carabram Festival Organizers reserve the right to determine what may or may not appear to be controversial or political and may remove anything or anyone who are not in compliance**

18	Component	Contact Person	Contact	Defined By Carabram
19	Cultural display (Free)			To qualify for a Cultural display Booth a cultural community must complete this form requesting allocation of space. Carabram organizers will allocate booth space based on demand and what Carabram deems as appropriate spacing. The cultural booth must represent a culture & must not sell any food or beverages or other goods. All items on display must identify with that culture. Cultural display descriptive/educational signage must be in English & may also be in the language representing that culture
0	Community Engagement			This program will be launched for the first time at Carabram. A Live format inspired by TED Talks presentations. Carabram will bring community groups access to our guests in a totally inclusive and interactive fashion.  These Community groups/agencies must operate solely for the benefit of the local community. These Organization Booths are not allowed to sell any food, beverage or merchandise and must not promote or display anything that might appear to be political as per Carabram policy.  Carabram hopes to build bridges and to break down barriers and engage or guests in constructive conversations. Cultural Entertainment on a smaller scale will be part of this venue coordinated with the Central Expo Site Entertainment Coordinator (Ben Tusim)
	Community Speakers Forum			
	Community Groups (\$100 Deposit)			
	Community Agencies (\$100 Deposit)			
21	Food Vendors			See Carabram Food Vendor Application for details
22	Entertainment Vendor			Speak directly to entertainment coordinator
23	Artisan Vendor (refer to Fee schedule)			For those who wish to sell cultural arts and crafts/merchandise and share the knowledge associated with your traditional crafts with our guests.
	Cultural Merchandise vendors (refer to Fee schedule)			
24	All Other			



**Cultural Delegation Contract for Membership**

25	Name of Sponsoring Group	
26	Incorporated Number	
27	Address	

**TERMS of DELEGATION**

#	Contract Statement	Initial
28	This is to certify that we (the delegation) are an incorporated entity	
29	Operating as a Charitable or non-profit organization	
30	<b>Carabram recognizes cultures and not nations as part of its objective to breakdown walls and build bridges of harmony and universal accord</b>	
31	You (the delegation) agree to abide by the general policy statement that Carabram will not be used as a forum for any of the following issues....	a. Political
		b. Ethnic
		c. Racial
		d. Religious
		e. Human Rights
		f. Moral Issues
32	<b>Any delegation/group using Carabram as a forum for these issues has in effect violated the constitution and therefore forfeits its right to hold a delegation status or any status with Carabram thus forfeiting any monetary gains derived from membership in Carabram</b>	
33	You (the delegation) agree to submit a financial statement of the current years Delegation operation to Carabram executive no later than October 31 <sup>st</sup> of the same year	
#	Contract Statement	Initial
34	Your (delegations) statement shall outline all income and costs related to the cultural delegation (refer to # for further definition)	
35	You (the delegation) agree to be responsible for and to pay all costs and expenses incurred in the operation of your delegation outside of those costs agreed to be covered (all or part) by the Carabram Organization specific to your role as a delegation within Carabram's Central Cultural Expo Site) refer to # for further definition)	
36	You (the Delegation) agree to be responsible for and to pay all monies from the sale of event tickets (passports) to Carabram by the passport reconciliation date of the same year.	
37	Failing #34 you (the delegation) will forfeit the rights to membership in Carabram and will all monies owed to Carabram will be sought through all and any means including legal action	
38	You (the Delegation) agree that in the event you (the delegation) do not hold a Cultural Delegation during the current Carabram festival dates, the You (the Delegation) will cease to be a member of Carabram no later than July 15 <sup>th</sup> , of the same year	
39	Further to #36 You (the Delegation) will forfeit all rights to any monetary gains derived from your membership as a Delegation of and in Carabram	



40	You (the Delegation) agree that Carabram has the sole rights to the term Cultural Delegation (or the word Pavilion) within the context of Carabram – Brampton’s Multicultural Festival	
41	You (the Delegation) further agree to abide by all decisions made by the Carabram Board of Directors which will be binding on all members	

**Relationship between CARABRAM and Its Cultural Delegations during and Beyond the Terms of the “Contract for Membership”**

#	Relationship Statement	Initial
42	Carabram’s organizational culture encompasses values and behaviours that contribute to the unique social and volunteer environment of Carabram. Carabram’s culture represents the collective values, beliefs and principles of multiculturalism as a celebration of cultures (NOT nation states/ political organizations/ or beliefs) Our members create a product that reflects the history, traditions, music, food, dance, song and more of its Cultural Delegations. Our strategy is to engage in and with the community locally and beyond and endeavour to create an environment that is conducive to educating, communicating and celebrating our cultural diversity within the Canadian Mosaic in Peace and Harmony. Our board volunteers manage the cultural festival so as to include Carabram’s vision, values, norms, symbols, in an environment of building bridges of hope and tearing down walls of ignorance.	
43	A delegation will be defined as a group of people who act as cultural representatives of a larger group. Some cultural delegations may be few in number others may be many, but each cultural delegation at Carabram will participate fully in the showcasing of Carabram as and when required. Delegations are full members of the Carabram family and are required to fulfill their role as defined in the Carabram By-Laws under the section “Cultural Delegations” (by-law work in progress)	
44	The task of a cultural delegation—each member will be called a delegate	
45	Each cultural delegation will represent a larger cultural group for that festival year and participate in the Carabram organization as outlined in the By-Laws	



## **Most Frequently Asked Questions about Carabram's Central Expo Site**

### **What if there is inclement weather?**

Even though the majority of Carabram's weekend event takes place indoors it is important to state that The Carabram Festival will go on rain or shine! We will post information on Facebook and will send emails to registered vendors if there are any weather concerns. Safety of our vendors, visitors, and volunteers are a top priority. Weather will be monitored throughout the three days of the Festival.

### **What are the hours of operation?**

Carabram hours are July 12: Friday 6 p.m. to 12 a.m. July 13: Saturday 1 p.m. to 12 a.m. July 14: Sunday 1 p.m. to 7 p.m. at Century Gardens Recreation Centre 340 Vodden Street East, Brampton. Booths must be staffed the entire time of the event.

### **What types of businesses are allowed to be vendors?**

We do not discriminate against any cultures. Carabram reserves the right to prohibit any vendors that do not promote their product in a cultural context or encourage multiculturalism and diversity.

### **What is the deadline for vendor registration?**

All registrations must be received by May 31<sup>st</sup>, 2019. We apologize if you have missed the deadline, but we cannot accept any late registrations.

### **When can I set-up?**

Food vendors – Market Vendors – Artisan Vendors refer to your specific applications. Entertainment and Community Engagement events will be coordinated by Carabram and dates and times will be assigned and communicated out as soon as possible prior to the festival.

### **When can I tear down?**

All vendors must refer to their specific vendor application however Carabram wishes to state that all vendors must remain set-up & open until the designated closing time of the festival on the three days that the festival is open. Exceptions may be made but only on the pre-approval of the Carabram organization and for a just cause. Teardown may begin promptly at the end of the third day at the designated time. All product and displays must be removed no later than the designated time. Carabram has more specific tear down instructions on the individual vendor applications.

### **Can I do a paper registration?**

Yes. We accept paper applications. However our plan is to go green in the future at which point all applications will be registered and completed on line! If you are unsure how to complete the application reach out to the assigned Carabram coordinator for your specific booth. We will be more than happy to walk you through it.

### **Can I pick the location for my booth?**

At this time Carabram will assign your booth location so that it aligns to the Carabram layout for the central location as it relates to all the sales and cultural display booths.

### **What is the difference between a sales and display booth?**

If there is any exchange of money for goods or services during the Festival you are a sales booth.



### **What beverages can I sell?**

No vendors are allowed to sell or give away any type of beverages unless authorized to do so by Carabram in the designated food and beverage venue of the central location. ONLY Carabram will assign the rights to sell all beverages during the event.

### **Can I sell food or provide food/beverage samples from my sales or display booth?**

Only Food and beverage vendors are authorized to sell food and beverage. Any Bazaar Market vendor or cultural display booth vendor wishing to provide SAMPLES of ANY pre-packaged food from their booth **MUST** receive written approval from the Carabram Organization prior to do so at the time of registration.

### **What if it rains?**

The Festival will be held unless inclement weather forces the cancellation due to safety concerns. There are no refunds. Be prepared to spend three day celebrating cultures.

### **Where can I park at the Central Expo Site?**

Parking will be available on site

### **Do I rent a canopy and/or tables from my booth?**

No. As part of your fee Carabram will provide you (to the best of its ability) what you have requested based on availability and the size of the booth area you have been approved for.

### **Can I bring my own canopy?**

This can be discussed at the time of your registration! You may bring your own canopy if Carabram provides you with permission to do so. Remember that Carabram must coordinate the all vendor spaces in a manner that will best enhance the festival and the guest experience.

### **Do I have to bring my own tables and chairs?**

No. Your booth rental includes these items. A standard amount will be provided. We have found that many vendors already had their own displays and prefer to use them during the event. This can be discussed with the Central Expo Site Manager

### **is there electricity?**

Yes, but only for Food vendors.

### **What permits do I need to get for the event?**

Food vendors must get all necessary Health Department food service permit(s) and must also obtain any City of Brampton permits based on your food vending operation (e.g. food trucks). As a vendor you are responsible to acquire all necessary permits for the event.

### **What if I decide I can't attend Carabram's Multicultural Festival Central Expo Site after I have registered?**

There are no refunds once you have registered. In the event of bad weather, an act of God, or any unforeseen event that could cause a cancellation of the event, does not entitle any vendor to a refund. Our policy is the festival will go on rain or shine, provided it is safe to do so.