



Mobile Vendor Space Allocation Agreement – 2021

Vendor Information

Name:	_____	Name of Vending Unit:	_____
Years in Operation:	_____	Licence of Unit(s):	_____
	As at Dec 31/20_____		Enter both if vehicle & trailer combination Attach copy of registration(s)
Ballot Numbers:	_____	New Vendors:	_____
			Attach copy of prebuild document with delivery date

Pre-registration

Vendors wishing to participate in the space allocation system will also be required to provide a \$250 non-refundable deposit at the time of registration for the space allocation. This deposit will be deducted from the mobile vendor permit fee payable by the vendor when purchasing a 2021 permit. If the mobile vendor permit is not purchased within 2021, the vendor will forfeit its deposit.

Pre-registration can be done by email to [WPA-Permits@winnipeg.ca](mailto:WPA-Permits@winnipeg.ca) who will contact you for payment by credit card or visa debit only. Information required is the completed and signed Mobile Vendor Space Allocation Agreement and a copy of the vehicle registration/pre-build document.

Conduct of the Space Allocation

The WPA will conduct a space allocation of spaces for 2021 summer season within and including the following areas: Main Street to Memorial Boulevard and Broadway Avenue to York Avenue. The total number of allocated spaces within the pilot project area is 24.

The space allocation will be conducted virtually through Microsoft Teams on March 29, 2021 at 3:00pm. Only those vendors who pre-register for the space allocation and pay the deposit by March 25, 2021 will be eligible to obtain one of the 24 spaces on or near Broadway. Once pre-registration is complete, you will be provided with information on how to access the meeting.

Registrants are required to attend the meeting to select an allocated stall, otherwise forfeit their right to an allocated space and will be required to park within any non-allocated stall for the remainder of the season.

Once a vendor's ballot is drawn, they will select one space from the available spaces. Any further ballots naming that vendor will be invalid if drawn. Ballots will be drawn until all spaces have been allocated.

Allocation of Ballots

Ballots shall be allocated based on the number of years of operation as identified by the vendor holding a valid City of Winnipeg Mobile Food Vendor Licence from 2000 to 2015 and/or a valid City of Winnipeg Mobile Vendor Permit since 2016. Additionally, all vendors shall receive one ballot for the current year.

Use of Spaces

Participation in the space allocation indicates agreement with the following conditions with respect to use of spaces within the pilot project area:

- The vendor agrees to park only in their allocated space within the affected area;
- The vendor will not allow grey water from their equipment's tanks to leak or be spilled onto the street and/or sidewalk;
- The vendor will not dispose of kitchen produced waste in the waste receptacles on the sidewalk; and
- The vendor will only utilize a generator that has an operating noise level within the limits allowed under City of Winnipeg By-laws.

Vendors will have exclusive rights to conduct business from their allocated on-street block face location each business day during the summer season from April 1 through October 31, while abiding by the posted traffic restrictions. No other mobile vendor may utilize the allocated space, however the space remains available for parking by the general public, on a first-come, first-served basis.

Use of the space allocated as a result of the space allocation is dependent on the vendor having a valid mobile vendor permit prior to April 1. Should a vendor not have a valid permit by April 1, the space will be forfeited and will be available for parking by the general public, on a first-come, first-served basis.

Use of an allocated space is subject to additional parking restrictions which may be imposed on the space as a result of construction, a special event (under a Use of Street permit), or legislative changes.

#### Transfer/Surrender of Spaces

Where a vendor no longer wishes to utilize their allocated space, they must do so in writing and provide copies to the WFTA and WPA. Surrender of an allocated space will result in that space being available for parking by the general public, to use until the next space allocation.

#### Reviews

The WPA will establish a review committee to hear any concerns regarding allocation of ballots or the conduct of the space allocation. The review panel shall consist of the following members:

- A representative of the Downtown BIZ;
- A representative of the Exchange District BIZ; and
- A representative of the West End BIZ

The panel may also include, at their request, the following:

- A member of City Council; and/or
- A member of the Winnipeg Food Truck Alliance Executive.

I, \_\_\_\_\_, authorized representative for the mobile vendor indicated above agree to be bound by the conditions of the space allocation agreement as indicated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date