

## Site Rules 2010

Borden Park - 73 St & 112 Ave

Party in the Park – Friday, May 28

Family Day – Saturday, June 12



**Parking:** Please do not park on residential streets.

- Borden Park– 78 St and 112 Ave – no charge
- Northlands – 73 St and 112 Ave - no charge. Use Borden Park Road entrance.

### **Miscellaneous:**

- No pets please. Bylaw enforcement officers may be on hand.
- Music and announcements will be made from the main stage and power pull areas. No other radios or speaker systems are permitted on site.

### **Food & Refreshments:**

- **No alcoholic beverages** can be brought on site. In accordance with the Alberta Gaming and Liquor Control Act, our liquor license allows **only** for liquor sold by Corporate Challenge to be on site. The site is not fully licensed; no liquor is allowed in company tents. All liquor must stay within the fenced in licensed area. **Anyone found in violation of this will be immediately shut down and asked to leave the site. The violators company may also be banned from Corporate Challenge.**
- As per City of Edmonton Bylaw #13333 smoking is prohibited in the licensed area. Therefore **NO SMOKING** will be allowed within the fenced in area. Bylaw enforcement officers may be on hand.
- You may supply food in your tent in whatever manner you wish. You are allowed to charge your own employees a fee for food or beverages. However, if you wish to offer food to the general public it must be offered at no cost (i.e. You cannot sell food from you tent)
- Beer, coolers, water and soft drinks will be sold from the refreshment tent.
- A food concession will be on site if you wish to purchase food.

# Site Rules 2010

Borden Park - 73 St & 112 Ave

Party in the Park – Friday, May 22

Family Day – Saturday, June 6




## Miscellaneous:

- Corporate signage may be placed on your tent. Please remember that the site is an open field and there is nothing to facilitate the hanging of banners or other such signage. Any signage beyond the company tent must be approved by Corporate Challenge.
- There is **no** access to either power or water on site. Please plan accordingly. As a result of the noise impact, generators will not be allowed.
- **All tents must have a fire extinguisher**, in accordance with City of Edmonton Emergency Response requirements. If you do not have one, your tent will be closed and your company may be banned from hosting future company functions with Corporate Challenge.

*Note: All tent bookings done through Corporate Challenge/Big Top include a fire extinguisher.*

## Site Cleanup:

- Each company must provide clean up of their own individual site.
    - When taking down the tent you set up ensure all stakes are removed.
    - Stacking of chairs and tables in your tent is **mandatory**.
- 
- Each company is required to supply their own garbage can and garbage bags.
  - All garbage is to be bagged and placed outside your tent/space ready for pick up before you vacate the tent/space.
  - Tetra packs and cans placed next to your garbage will be collected by the Boys and Girls Club.

Boys & Girls Clubs  
of Edmonton

## Deliveries & Pick Ups:

- **No trailers, heavy equipment or vehicles are allowed on site.** You may not bring your company truck or trailer on site. Space is provided for tents only. Please ensure that your suppliers (i.e. caterers) and volunteers are aware of this and plan accordingly. Check on site driving times on page 3.

## Site Rules 2010

Borden Park - 73 St & 112 Ave



### ➤ ***Party in the Park – Friday, May 28***

- Companies that are providing their own tent must arrange for its delivery, setup, and takedown. A company contact must be on site for all of these activities. Tents can be set up on Thursday, May 27 between 5 PM and 7 PM. If this time is unsuitable contact the Corporate Challenge office to arrange an alternate time.
- Equipment and supplies can be brought on site Thursday, May 27 between 5 PM and 7 PM or Friday, May 28 between 8 AM and noon.
- **No vehicles will be allowed on site** Friday, May 28 between noon and 10 PM without prior approval from the Corporate Challenge office. This is for the safety of all attendees and we appreciate your cooperation.
- **Ensure your attendees, set up and delivery team (including caterers) are aware of these times.**
- All tents, accessories and equipment must be removed from the site no later than 9 AM on Saturday, May 29.
- There will be security on site both Thursday and Friday nights.

### ➤ ***Family Day – Saturday, June 12***

- Companies that are providing their own tent must arrange for its delivery, setup, and takedown. A company contact must be on site for all of these activities. Tents are to be set up on Friday, June 11 between 5 PM and 7 PM. If this time is unsuitable contact the Corporate Challenge office to arrange an alternate time.
- Equipment and supplies can be brought to the site on Friday, June 11 between 5 PM and 7 PM or Saturday, June 12 between 7 AM and 8 AM.
- **No vehicles will be allowed on site** Saturday, June 12 between 8 AM and 8 PM without prior approval from the Corporate Challenge office. This is for the safety of all attendees and we appreciate your cooperation.
- **Ensure your attendees, set up and delivery team (including caterers) are aware of these times.**
- All tents, accessories and equipment must be removed from the site no later than 9 AM on Sunday, June 13.
- There will be security on site both Friday and Saturday nights.



## **Food Handling Requirements: (as provided by Capital Health)**

- All table surfaces shall be smooth and finished with non-absorbent material for easy cleaning. You will be required to cover Corporate Challenge supplied tables.
- All liquid waste shall be poured into a sewer system or other approved containers. NOT ON THE GROUND.
- Dish detergent and a sanitizer (bleach) shall be available for washing utensils used in food preparation.
- Liquid soap and disposable towels shall be provided for hand washing.
- Garbage containers will be lined with plastic bags.
- All food shall be protected from dust, dirt and vermin.
- Perishable foods must be kept less than 4°C or held at greater than 60°C.
  - This includes the transportation and storage of the food.
  - Food should not be stored in vehicles.
- All food handlers shall wear clean clothing, keep their hair effectively under control and practice good personal hygiene.
- Any food handlers exhibiting systems of potentially transmittable illness (diarrhea, coughing, sneezing or running nose) should not be handling food.
- All food handlers will ROUTINELY wash their hands. Disposable gloves and hand-sanitizers are strongly recommended in addition to hand-washing.
- ALL HAMBURGERS MUST BE THOROUGHLY COOKED. RECOMMENDED INTERNAL TEMPERATURE SHOULD REACH MORE THAN 71°C. IT IS RECOMMENDED TO HAVE A PROBE THERMOMETER.