

# Food and Beverage – Liquor Sampling Permit Form

**BMO CENTRE**  
at Stampede Park

Please complete this form and return **no later than 3 weeks prior** to the first event day:

Event Services, BMO Centre at Stampede Park

403.261.0377 **Email:** eventservices@calgarystampede.com

**Phone:**

## CONTACT DETAILS

|                         |                      |                        |                                                                |
|-------------------------|----------------------|------------------------|----------------------------------------------------------------|
| <b>Event Name:</b>      | <input type="text"/> | <b>Event Dates(s):</b> | <input type="text"/>                                           |
| <b>Company:</b>         | <input type="text"/> | <b>Booth Name:</b>     | <input type="text"/> <b>Booth number:</b> <input type="text"/> |
| <b>Primary Contact:</b> | <input type="text"/> | <b>Phone:</b>          | <input type="text"/> <b>Email:</b> <input type="text"/>        |
| <b>Onsite Contact:</b>  | <input type="text"/> | <b>Phone:</b>          | <input type="text"/> <b>Email:</b> <input type="text"/>        |

## PURPOSE

The BMO Centre at Stampede Park is committed to the responsible sale and service of alcohol. The policies and procedures in place ensure a positive experience and the safe enjoyment of any alcohol served by the venue.

Please note that alcoholic beverages and services are regulated by Alberta Gaming, Liquor and Cannabis (AGLC) and the BMO Centre at Stampede Park as a licensee is responsible for the administration of these regulations. Such regulations dictate that all alcohol served on Stampede park shall be purchased under BMO Centre's liquor license, which gives our establishment the exclusive right and responsibility to supply and dispense any alcohol. It is not permissible for any alcohol to be purchased or brought in from off-site and served in the venue, regardless of quantity. Liquor samples may not be sold. All remaining alcohol, in any form and quantity, shall remain on the premises. BMO Centre is not bound to sell any specific items being sampled at any cash bars or events in conjunction with the show.

|                                                                                      |                      |
|--------------------------------------------------------------------------------------|----------------------|
| <b>What liquor or alcoholic beverage items are being sampled?</b>                    | <input type="text"/> |
| <b>Why are these items being sampled and how are they relevant to your business?</b> | <input type="text"/> |
| <b>What quantity of items will be distributed per day?</b>                           | <input type="text"/> |
| <b>What are the sample sizes of the items to be distributed?</b>                     | <input type="text"/> |

## MANDATORY REQUIREMENTS

Please check the box to indicate that you have read and understood these mandatory requirements.

- |                          |                                                                                                                                                                                                                                                                                                                                                                       |
|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | 1. Please note only <b>liquor distributors/agents or liquor stores</b> may apply to request liquor tastings during any event.                                                                                                                                                                                                                                         |
| <input type="checkbox"/> | 2. Application forms will be reviewed for approval. It is the responsibility of any Exhibitor that will be providing alcohol samples to submit this application form for approval a minimum of three weeks prior to show start date.                                                                                                                                  |
| <input type="checkbox"/> | 3. Per AGLC regulations, any event that charges an admission will not be able to offer a liquor tasting utilizing the BMO Centre liquor license.                                                                                                                                                                                                                      |
| <input type="checkbox"/> | 4. Arrangements must be made to pre-order all product to be sampled through the BMO Centre liquor license. No outside liquor is allowed onsite due to AGLC regulations.                                                                                                                                                                                               |
| <input type="checkbox"/> | 5. Booth serving samples <b>MUST</b> be served within the confined licensed area of the show floor.                                                                                                                                                                                                                                                                   |
| <input type="checkbox"/> | 6. Alcohol samples <b>MUST</b> be poured and served by either a BMO Centre bartender hired at the expense of the Exhibitor at a labour charge consistent with the current rate, or by a product representative. Representatives must be certified with Pro-Serve as per AGLC regulations. Persons working the booths must not consume/sample any alcohol at any time. |
| <input type="checkbox"/> | 7. Exhibitors must comply with all health and safety regulations as outlined in Food Regulations, Public Health Act (Province of Alberta) plus Calgary Board of Health "Food Establishment Policy". For information call 403.943.8090.                                                                                                                                |
| <input type="checkbox"/> |                                                                                                                                                                                                                                                                                                                                                                       |

Last Updated: 06/11/2020

Section: Food and Beverage

Version: 1.0

Author: Director, Guest Experience and Event Management

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8. Samples of food & non-alcoholic beverages are not approved on this agreement, and must be submitted for approval on the "Food and Beverage – Sampling Permit Form".

9. COVID-19 RISK MITIGATION  
Beverage Sampling:

- Identify or initial any reusable individual glasses/cups to avoid mix-ups.
- Consider providing a new or clean/sanitized glass or cup for each tasting
- Facilitate patrons in discarding disposable tasting cups after each sample.
- Where beverages are poured into a glass/cup that a customer has already used (smelled, tasted from, etc.), the beverage bottle/tap should never touch the rim of the patron's glass/cup.
- Servers should not touch beverage container necks or the rims of cups/glasses with their hands when pouring samples of a beverage.
- Discourage guests from sharing the same cup or glass, even if they are from the same household.
- In situations where patrons may spit out their beverage after tasting (e.g., wine), operators should provide single-use, disposable cups in place of communal or shared spittoons or spit buckets.
- Where food is provided to patrons as part of beverage tasting, it should be served directly to the patron by the server,
- Eliminate any self-serve foods and food containers from the tasting area.
- Reference: <https://www.alberta.ca/assets/documents/covid-19-information-guidance-for-food-sampling-beverage-tasting%20.pdf>

## SAMPLES AND GIVEAWAYS

As per AGLC Liquor License Handbook (Section: Product Promotions 8.5.2) sample items must be restricted to a maximum:

- beer and ciders – 112 ml (4 oz.)
- refreshment beverages (e.g. coolers/premixed) – 112 ml (4 oz.)
- wine – 56 ml (2 oz)
- spirits – 28 ml (1 oz)
- liqueurs – 28 ml (1 oz)

Please list below all liquor products that will be sampled at your exhibit booth that you wish to submit for approval by the Calgary Stampede. Please provide quantities of each item you are requesting to be ordered.

|                          |                      |                     |                      |
|--------------------------|----------------------|---------------------|----------------------|
| <b>Item Description:</b> | <input type="text"/> | <b>Sample Size:</b> | <input type="text"/> |
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## LIQUOR ORDERING GUIDELINES

Please check the box to indicate that you have read and understood these mandatory requirements

- |                          |                                                                                                                                                                                                                                                                                        |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | 1. Each Exhibitor must provide BMO Centre with billing information 10 business days prior to the show. Exhibitors will be billed directly for product and, if applicable, for bartender labour. In the event an Exhibitor does not pay within 10 days the Show Manager will be billed. |
| <input type="checkbox"/> | 2. Exhibitors will be billed at BMO Centre cost of liquor purchase for all product consumed / opened at the show.                                                                                                                                                                      |
| <input type="checkbox"/> | 3. As product that has been special ordered can't be used elsewhere, BMO Centre will determine amount to be ordered.                                                                                                                                                                   |
| <input type="checkbox"/> | 4. Liquor may not be removed from the park after the event.                                                                                                                                                                                                                            |

BMO Centre at Stampede Park reserves the right to shut down any Exhibitor that does not follow the above regulations. Failure to comply may result in Exhibitor being permanently banned from Stampede Park.

## PERMIT TERMS OF AGREEMENT (to be completed by person responsible for the work to be performed)

This activity has not been authorized to occur at BMO Centre until written confirmation of its approval is provided by BMO Centre, and in such circumstance, BMO Centre makes no representation, warranty or guarantee about the safety or legality of the activity or the completeness or accuracy of the information provided within this form, which is at all times the sole responsibility of the primary contact listed in the Contact Details.

BMO Centre undertakes regular compliance checks and you may be required to provide evidence in relation to those requirements. If at any time, an activity or operation is considered by BMO Centre to be non-compliant with any legal or regulatory obligation, inconsistent with the information provided on this form, unsafe or placing persons, the venue or the environment at risk, BMO Centre representatives reserve the right to postpone or cancel the activity in its sole discretion until it is completely satisfied that its concerns are addressed and any issues are rectified.

Any approval by BMO Centre for this activity to occur does not give rise to an acceptance of any liability, loss or damage caused by the activity.

**Signed:**

**Date:**

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## BMO CENTRE USE ONLY

### BMO CENTRE CULINARY AUTHORIZATION

**Permit issued by:**

**Comments:**

**Signed:**

**Date:**

### BMO CENTRE FLOOR MANAGER VALIDATION

**Reviewed by:**

**Comments:**

**Signed:**

**Date:**