

CLOSING PROCEDURES

CNE Labour Day Closing Times – September 5, 2016

- Gates: 5:00pm
- Buildings: 7:00pm
- Grounds: 10:00pm

No Entry to the Grounds by either Car or Person will be permitted after 5:00pm. All employees and contractors coming onto the site to assist with tear down **MUST** be on-site prior to 5:00PM. Accessing the grounds may be difficult due to the heavy traffic and lack of parking facilities on the grounds. It is important to notify all persons assisting with move-out to arrive early to the site. Due to the safety and security of the grounds, there will be no exceptions!

Grounds Access

No cars will be allowed onto the grounds until the Toronto Police give the “ALL CLEAR” to begin the Move-Out process, this can be expected around 11:00pm. If your vehicle is parked under the Gardiner Expressway in the Food Building Exhibitors Lot, it must remain there. Vehicles will not be granted access into the Food Building.

Access into the Food Building during the move-out will be the North delivery roll-up door #61, off of Manitoba Avenue, by the building floor manager's office. **ONE POINT OF ENTRY ONLY!**

Vehicular traffic will enter from Strachan and Manitoba Ave to access building.

Move – Out Information

The Food Building will be open for move-out and cleaning on the following dates:

- Monday, September 5 → 7:00pm – 11:00pm (cleaning can begin once all visitors have vacated the building)
- Tuesday, September 6 → 6:30am – 10:00pm
- Wednesday, September 7 → 6:30am – 10:00pm
- Thursday, September 8 → 6:30am – 10:00pm
- Friday, September 9 → 6:30am – 2:00pm (all concessions must be inspected and vacated by this time)

Please note: All Food Building tenants must be completely moved out on Friday September 9, 2016 and only once Noraxx Analytics Inspectors have inspected and approved your booth. If your booth does not meet the proper standards for sanitation, you will be called back in to ensure that it is thoroughly sanitized. You will be responsible for the cost of cleaning in order to reach the expected standards.

Food and Products Removal

All food and food products are to be removed from the building at the end of the 2016 CNE Season, this includes unopened food products. The following must be removed from the premises: all food packaging (food containers and disposable containers), all small wares (plates, utensils, napkins, packaging, etc.), all small equipment such as; utensils, candy floss machines, popcorn makers, fudge pots (wood trophies etc.), juice machines, cappuccino/ice cream makers and mixers.

The only equipment permitted to remain in the Food Building is large equipment (grills, fryers, stoves, steam tables, coolers, fridges, freezers, sinks) and booth fixtures and signage.

Large utensils and equipment must be properly cleaned and sanitized (wash, rinse, sanitize) as per Ontario Food Premises Regulations 562.

Closing Steps

1. Floors, grout lines, walls, ceilings, food contact surfaces must be cleaned thoroughly with a detergent solution, followed by a rinse with water. In some cases where a final step of sanitizing is needed; the appropriate concentrations for any food contact areas are required (Chlorine Solutions minimum of 200ppm or Quaternary Ammonia solution minimum of 400ppm, or no less than 25ppm Iodine, no lower than 24°Celsius). Please pay particular attention to surfaces such as prep tables, shelves and cutting boards.
2. All large and small equipment staying in the booth (e.g. fryers, grills, warming drawers, makers) must be completely free of food residue (including grease traps) and be cleaned by following the appropriate closing steps with a detergent wash, rinse and sanitize! Booth waste receptacles must also be emptied and sanitized. To ensure a successful inspection – be sure to clean underneath and behind all fryers and grills. Equipment must be thoroughly cleaned and scrubbed.
3. All refrigerators and freezers must be cleaned (detergent wash, rinse and sanitize) and left ajar to prevent mold build up. Please do not lock your refrigerators or freezers. Access will be needed to ensure proper inspection throughout the closed season.
4. Inspection of a booth will take place within 24 hours of notice being given by a vendor to a Noraxx Auditor or to one of the CNE Floor Managers on duty.

Important

No Tarping Booths – booths must be maintained open at all times for air flow and circulation

No Power Washing – power washing is forbidden when opening AND closing booths

Equipment Removal from Food Building/Special Events

If you are removing any equipment from the Food Building for other events or part of your business needs over the course of the year – it cannot re-enter the premises at any time during the year. No exceptions.

For those that participate at the Royal Winter Agriculture Fair in November or any other fair or event throughout the year – **YOU MUST REMOVE** everything that you need, regrettably, we can no longer provide access to the Food Building for equipment removal and assistance. All equipment must be removed. No exceptions.