

Food and Vendor Policy Islamic Society of Kingston (ISK)

Islamic Society of Kingston (ISK) Food and Vendor Policy

Purpose:

To ensure the safety and wellbeing of the community, and to maintain compliance with local public health regulations, the Islamic Society of Kingston (ISK) has adopted the following policy for all individuals and organizations wishing to sell food or other vendor items on ISK premises.

1. General Policy

1.1. All vendors wishing to sell or distribute food on ISK property or at ISK-organized events must receive prior written approval from the ISK or its designated events committee.

1.2. ISK reserves the right to approve, deny, or limit vendor participation at its sole discretion, based on alignment with community values, public safety, and health standards, **particularly in light of potential liability risks associated with foodborne illness, allergic reactions, or regulatory non-compliance.**

1.3 No vendors shall sell any items on the exterior premises of the building such as but not limited to; the parking lot or any lawn areas unless authorized and/or approved by ISK and will be evaluated on a case-by-case basis.

2. Food Vendor Requirements

2.1. Only vendors with a **valid restaurant or food establishment license** issued by a **recognized municipal or provincial authority** will be considered for selling **temperature-controlled food items** (i.e., food that requires refrigeration or heating for safety).

2.2. Vendors must be in **full compliance** with the **Kingston, Frontenac, Lennox & Addington (KFL&A) Public Health Unit** regulations, including but not limited to:

- Proper food handling certifications
- Safe temperature storage and transportation
- Use of commercial-grade equipment for heating/cooling

2.3. **Home-based or unlicensed food operations** are strictly **prohibited** from selling temperature-sensitive items under any circumstances. The only exception is during **ISK-led events** where open flame or BBQ-style cooking is organized and conducted **exclusively by ISK personnel**, with all food preparation occurring **on-site on the day of the event**. This restriction exists to reduce the risk of **food safety violations, illness outbreaks, and liability for non-certified food handling.**

3. Documentation and Inspection

3.1. All vendors must submit the following documentation at least **two weeks prior** to the event:

- Copy of current restaurant license or food service permit
- Certificate of Insurance (if requested)
- Description of food items to be sold or distributed

3.2. ISK reserves the right to request a site inspection or evidence of recent health inspections from relevant authorities.

4. Non-Temperature Controlled Food

4.1. Vendors offering only **shelf-stable, or pre-packaged items** (e.g., baked goods, snacks, bottled beverages) may be considered on a case-by-case basis.

4.2. These vendors may still be required to demonstrate proper food handling practices and may be subject to additional review depending on the item.

5. Liability and Compliance

5.1. Vendors are fully responsible for complying with all applicable federal, provincial, and municipal laws and regulations regarding food safety, sales, and tax collection.

5.2. ISK **assumes no liability** for any incidents, including but not limited to:

- Foodborne illnesses
- Allergic reactions
- Injuries related to vendor equipment
- Breaches of public health regulations

Vendors **agree to indemnify and hold harmless** the Islamic Society of Kingston, its executives, staff, and volunteers **from any claims, losses, or legal actions** resulting from their participation on ISK property or at ISK-sponsored events.

6. Enforcement and Removal

6.1. Any vendor found to be in violation of this policy or posing a potential health or safety risk may be removed from the premises immediately and may be barred from future events.

Contact Information:

For vendor inquiries or to submit documentation, please contact:

Email: centre@kingstonmuslims.ca or social@kingstonmuslims.ca

Approved by the ISK Executives on: July 7th, 2025

Effective Date: July 7th 2025

Review Cycle: Annual or as required by law or insurance updates