



Village Festival Stall Holder Application - 2010

Closing date for applications – **20 August 2010**

The Village Festival 2010 will be held from **Friday 17 – Sunday 19 September** at Yeppoon Pony Club, Milroy Drive, Yeppoon. Please complete the following information and **post to KCAC, PO Box 1851, YEPPOON Q 4703** or **scan pages 1 & 2 and email to vf.stalls@gmail.com** by the closing date.

Stall Holder Contact Information – please print information clearly			
Name			
Trading Name			
Postal Address			
Phone Details	Home	Work	Mobile
Email Address			

Food Stall	Market Stall
<i>Provide a description of the product you wish to sell</i>	<i>Provide a description of the product you wish to sell</i>

Appliances that require electricity – please list each and supply the details required.			
Description	Wattage	Description	Wattage

Person to notify in case of emergency			
Name			Relationship to you
Street Address			
Phone Details	Home	Work	Mobile



Your Fees and Requirements

√	Amount	Payment Type	
<input type="checkbox"/>	50.00	Bond	
<input type="checkbox"/>	220.00	Food Stall Fee (includes 2 adult passes)	
<input type="checkbox"/>	77.00	Market Stall Fee (includes 2 adult passes)	
<input type="checkbox"/>	33.00	Additional Electricity	
<input type="checkbox"/>		How many?	Extra staff Passes @ \$44.00 each

Food Stall Holders – ONLY

Tick if you have **Licence** to operate a **Temporary Food Stall**

All Stall Holders

Tick if you have attached your current **Certificate of Currency** – public/product liability insurance

Tick if you have read all of the attached **Terms & Conditions**

NB Applications cannot be accepted if ticks are not present in the appropriate boxes above.

\$	Total Payment
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Please provide your bank details for a direct credit of your Bond Refund		
Account Name	BSB	Account Number

Indicate your Payment Method			
<input type="checkbox"/>	Direct Credit to BSB 633-000 Account No 137222998 (including your name in the details.)		
<input type="checkbox"/>	Cash	<input type="checkbox"/>	Money Order
		<input type="checkbox"/>	Cheque

Agreement By submitting this **signed** application, I affirm that I accept the Terms & Conditions and that the facts set forth here are true and complete.

Name _____

Signature _____ Date _____

Office Use Only

Amount Received	Date	Receipt Number



Terms & Conditions

Must Read Information for Applicant for Stalls at The Village Festival 2010

Definition

- **Market Stalls** - offer a service or sell merchandise for profit or charity, (but this does not include stalls which sell food). Market stalls may be run by person/s wishing to sell a product that is made on site, homemade or brought in from elsewhere; wishing to offer a service such as a massage or participatory activity; wishing to present information or a message; or wishing to market goods which may be purchased from outside the festival. NB no laser beams or weaponry (or replicas) of any kind to be sold at the Festival.
- **Food Stalls** – are all stalls that sell food and/or drink. NB The Village Festival will be the ONLY Licensee for sale of alcoholic beverages.

Selection Criteria – the stall

- Will meet necessary health and safety standards, regulations and insurance – includes Rockhampton Regional Council regulations for food, grey water). NB Food Stall Holders - Your details will be forwarded to the Rockhampton Regional Council, who may contact you.
- Offers a unique/exciting product or service. This also includes the presentation of the stall.
- Will operate throughout the length of the Village Festival.
- Has an environmental focus, uses recyclable products and minimal impact standards.

The Village Festival encourages stalls from local businesses in Central Queensland.

Person/s wishing to have a stall at the Village Festival will need to lodge this application. Success of your application will depend on the selection of stalls that will best suite the site and the festival objectives.

Fee and Bond Information

- The fee for booking then occupying a site at the festival will be

Stall Type	Fee	Bond	Additional Charges
Market Stall (3mx3m) Includes 2xadult passes	\$77	\$50	<ul style="list-style-type: none"> • Electricity requirement beyond basic lighting - \$33 • Additional passes - \$44
Food Stall (3mx3m) Includes 2xadult passes	\$220	\$50	

- All fees are GST inclusive – there is no GST payable on the Bond.
- All fees and bond must be paid when this application is submitted.
- If the applicant is unsuccessful, all fees and bond will be returned.



- If the applicant is successful, the bond will be returned after the completion of the festival, provided the stall operator has
 - Kept their stall open for the period defined in the section covering trading hours & bump in & out.
 - Has left the site clean and has not had significant impact on the Festival Grounds.
- The stall co-ordinator can negotiate limited group stalls for small operators to share a stall. This will incur only one stall fee, with each operator to pay a separate deposit.
- Operators may camp on site with their stall, and will not be charged a camping fee.

Trading Hours & Site Establishment & Dismantling

- The stall operator is responsible for erecting their stall by 3.00 pm on Friday 17 September and dismantling their stall no earlier than 4.00 pm on Sunday 19 September and before 10.00 am on Monday 20 September.
- The stall must be operational by 5.00 pm on Friday 17 September.
- **Trading Hours**
 - Friday (17 September) – 5.00 pm until 9.00 pm
 - Saturday (18 September) – 9.00 am until 9.00 pm
 - Sunday (19 September) – 9.00 am until dusk
- The Village Festival Stall Co-ordinator and the Site Committee will have final say on where the stall is located on site.
- Vehicles are permitted on site adjacent to stall – but will not be permitted to enter/exit the site other than during establishment and dismantling.

Electrical and Gas Equipment

- All **Electrical equipment** must be currently tested and tagged prior to installation on site
- All **Gas equipment** must meet current standards and regulations. Gas equipment may be best tested, and if found non-compliant will not be permitted on site.
- Operators must provide own lighting.

Insurance

- Operators **MUST** have their own **Public Liability Insurance**, and a **Certificate of Currency** must be submitted with this application.
- All insurance, tax, work cover liabilities and lost or theft of property shall be the responsibility of the operator.