



Stall Application Form

Gundaroo Music Festival

Saturday 26 October 2019

The Gundaroo Music Festival is a fundraising event that has been endorsed by the MND assoc of NSW with money raised going to support those dealing with Motor Neurone Disease. Stallholders will have the opportunity to exhibit their products in a friendly festival environment to an expected crowd of 2000 people. The Gundaroo Music Festival will be promoted in August, September and October through print, radio, television and online.

LOCATION & TIME

Gundaroo Park, Cork St, Gundaroo
10am – 10pm

SET UP/PACK DOWN TIMES

Set up times will be from 7am Saturday morning & all stalls should be ready to trade by 10am. Pack down will be after 10pm and all stalls should trade until this time, unless previously agreed by the stallholder's supervisor. All vehicles must enter via the rear gate on Gundaroo Terrace, which will be clearly signposted, and be in their allocated area or in a destination as determined by the stallholder's supervisor prior to site opening at 10am. No vehicle deliveries are permitted into the site during event hours 10am – 10pm.

SITE FEES

5m x 5m space only no power \$150.00
Power is available for an additional fee.

To apply please follow these steps:

1. Read and sign the terms and conditions
2. Complete all sections of the application
3. Full list of products sold
4. Copy of Public Liability Insurance

Please return completed forms to:

Email: jen@gundaroomusicfestival.com

Post: Gundaroo Music Festival Stalls, PO Box 8025, Gundaroo NSW 2620

Telephone enquiries: 0417 493 721

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APPLICANT DETAILS

STALL TRADING NAME: _____

ABN (if applicable): _____

CONTACT NAME: _____

MOBILE: _____

ADDRESS: _____

EMAIL: _____

Please provide a full list of products/meals you will be selling:

Have you exhibited at any other festivals, if so which ones?

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SITE DETAILS & REQUIREMENTS

Please circle: MOBILEVEHICLE/TRAILER/VAN/TEMPORARY MARQUEE/VENDING CART

DIMENSIONS: _____

Will you require power? YES/NO

Please specify exact requirements _____

You need to supply your own leads and confirm leads are tagged and tested _____

Does the stall use gas? _____ Current compliance? _____

Will you be cooking on-site? _____

Does the stall have a fire extinguisher? YES/NO

Does the stall have a fire blanket? YES/NO

Which authority has registered the outlet as a food business? _____

What is your Food Authority Notification Number? _____

Are staff trained in Safe Food Handling? YES/NO

Will you be serving alcohol? YES/NO Do you have a licence to serve at events? YES/NO

Are staff serving alcohol currently accredited with an RSA? YES/NO

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STALLHOLDER TERMS & CONDITIONS

1. Vendors must only sell the items that have been listed in their application
2. No tobacco or cigarettes are permitted to be sold
3. Vendors must behave in a professional and courteous manner
4. Stallholder's must take direction from the Stall's Supervisor
5. Vendors shall not assign, share or sublet all or part of their site without prior written consent from the festival organisers
6. Cancellations must be notified in writing 14 days prior to the event or the full fee will be forfeited
7. All stalls must be of good standard
8. All tents/marquees/structures must be weighted or pegged
9. All stalls must comply with WHS 2011
10. All oils must be removed from the site at the end of the event – do not pour oil/waste water down drains or onto the grass
11. Your site must be left as you found it, please remove all rubbish
12. Food outlets with a deep fryer must have a dry chemical powder fire extinguisher on-site
13. All stallholders must have current \$10 million Public Liability Insurance & this must be produced to Stallholder Supervisor prior to the event day
14. The Gundaroo Music Festival representatives reserves the right to inspect food stall premises at any time
15. No responsibility will be taken for loss or damage to any persons or goods whether or not that loss, damage of injury arises from the negligence of festival staff, volunteers or contractors employed by the Gundaroo Music Festival
16. Suppliers requiring electricity will pay an additional fee. All electrical appliances must be in safe working order and have current tag and testing. Stallholder's must provide their own current tagged and tested leads and power boards with circuit breakers
17. The Stallholder Supervisor will allocate your site location.
18. The Gundaroo Music Festival makes no guarantee as to the crowds that will be in attendance or the profits you will make at the event. The event will proceed in all-weather unless it is deemed dangerous to the public

In the event of any non-compliance we reserve the right to cease trade of the stall

Please sign to confirm you have read and understand the terms and conditions of the stallholder agreement.

Signed: _____

Date: _____

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