



Fleurieu Folk Festival

PO Box 52
Seaford SA 5169

Phone: 0401 853 595
ABN: 88-942-131-929

TERMS & CONDITIONS FOR STALLHOLDERS 2016

The Fleurieu Folk Festival is an event attracting a wide audience of all ages – including some from Interstate - for a weekend of music, poetry, dance, performance, workshops, and family entertainment.

We aim to attract stalls that will provide Festival patrons with an enticing selection of craft and merchandise, and good food.

We favour towards an all Australian handcrafted and homemade specialist goods.

Stalls that are bright and festive with a clean appearance and of interest.

You are required to decorate your stall in a manner that reflects your goods and to attract patrons.

Quality of stock is to be acceptable and have new and innovative ideas.

You should show professionalism and experience.

You may operate your stall from:

06pm – 12midnight on Friday 21st October

10am – 12 midnight on Saturday 22nd October

10am – 8pm on Sunday 23rd October

The stall fee is **\$100.00** for the **weekend** (eg 4pm Friday – 9pm Sunday).

If you require **electricity** this will be an extra **\$5** per outlet.

- **Stallholders are asked to submit an application form detailing their proposed stall, product or service and power requirements with, if possible, photos of your stall, by the 31st August 2016. Payment in full must be sent with the application to Fleurieu Folk Festival, PO Box 52 Seaford SA 5169. Cheques should be made payable to Fleurieu Folk Festival Inc.**
- **Public Liability Insurance is compulsory covering all stallholders and workers. A copy of your current Australia Wide Public Liability policy must be forwarded to the Committee with your application.**
- **If you are employing people to work on your stall, you must have Work Cover policy. A copy of your Work Cover policy must be forwarded to the Committee.**
- **Stallholders who are selling food must adhere to the South Australian Health Department Food Act 2001 and have a current Food Registration Number issued by their local council.**

REFUND POLICY

Stallholders will receive a refund of half of the Stallholder fee should a replacement be found for that space. Should a replacement not be found, the Stallholder will forfeit the full Stallholder fee.

DAMAGES

Any and all damages caused to the venue, whether intentional or unintentional inflicted by the Stallholder or staff, shall be passed on to the Stallholder. The Stallholder will be billed accordingly.

ALLOCATION OF SPACE OR SITE

Stallholders requesting special areas or needs should specify this on their application. The Festival Stalls Coordinator shall assign a site and will have the final say on where stalls are located. Stallholders shall not extend beyond their boundaries of the nominated site with displays etc. **NO** sharing, sub-letting or assigning all or part of your site to another stallholder.

SIGNAGE

Stallholders **may** display or attach their own signage, but it must be strictly within their allocated space and attached to their own property.

You are not limited to decorations but signs and banners **may not** be taped, nailed, glued, screwed, tacked, stapled, or otherwise fastened to ceilings, walls, painted surfaces or columns in the venue. The venue prohibits the use of all tapes on their walls and floors and on painted or portable walls. No holes may be drilled, cored or punched in the venue.

No sand, confetti or other miscellaneous decorations are allowed in the venue.

INFORMATION & PRODUCT STALLS

Stallholders are charged the same as for Craft & Merchandise and the same conditions apply.

STALL CONSTRUCTION

Camping tents are not considered suitable for use as a stall.

CAMPING

Behind your stall only, where possible, the width of it and to a depth of 3 metres and not for trading purposes. We **DO NOT** guarantee camping behind your stall.

VEHICLE

You may park one vehicle behind your stall where possible, providing it does not move during the festival. Vehicles **must not** be parked in the main festival arena.

WET WEATHER

Some years we experience rainy/windy days and unprepared stallholders have a hard time. You must ensure that you have decent flooring and a wet weather plan for your stock.

Damage to your stock is your responsibility.

RISKS

Stallholders are responsible for their own property, merchandise and money. Please take precautions against placement of your merchandise and cash to guard against the possibility of theft or loss from any cause.

FOOD

Stallholders selling food must have knowledge and adhere to the South Australian Health Department Food Act 2001. **Any contamination to patrons is your responsibility.**

POWER

The Festival is limited in the amount of power we are able to supply to stallholders. If you require power to your stall you must indicate this on your application. Please provide details of any appliances and power usage, i.e. number of outlets and amps. There is an extra charge of \$5 per outlet for supply of electricity.

SAFETY

All fire, safety and building regulations must be strictly adhered to and followed according to the law. Particular attention should be adhered to prohibitions of toxic chemicals. All electrical equipment including power leads must be checked and tagged by a qualified electrician. **The Festival will not supply power to stalls that do not meet these requirements.**

SOUND

Use of amplifiers or loud speakers is not permitted.
Cassette players are allowed with Committee approval. Music is to be in the Folk Genre.

BEHAVIOUR

Stallholders showing any signs of abusive, drugged, drunken or offensive behaviour will not be tolerated and the offenders will be evicted.

PETS/ANIMALS

No pets or livestock will be permitted on and in stalls. Stallholders are NOT to sell animals.

NOT FOR SALE

ADULT MATERIALS

No public showing or sale of adult merchandise animated or live film which is sexual or pornographic. Stallholders found with these items will be reported to the authorities and evicted.

OFFENSIVE GOODS

Plastic phallic toys etc, illegal and offensive products. Stallholders found with these items will be reported to the authorities and evicted.

WEAPONS

NO weapons of any kind eg guns, knives, knuckle dusters etc. Stallholders found with these items will be reported to the authorities and evicted. Toy weapons are not allowed.

BOOTLEG/PIRATE COPIES

NO bootleg merchandise is to be sold eg CD's, DVD's, LD's, and Videos.
Selling legitimate products sealed in plastic wrappers are allowed.

Fleurieu Folk Festival Committee retains the right to enter the site of any exhibitor at any time and remove any item, article, product, sign, picture or printed matter which in our opinion is offensive.

**ALL STALLHOLDERS ARE RESPONSIBLE FOR THE REMOVAL OF THEIR GOODS
AND RUBBISH FROM THEIR STALL**

**Fleurieu Folk Festival
21st 22nd & 23rd October 2016
Willunga Recreation Ground
Cnr Aldinga & Main Rds
Willunga South Australia**

**CLOSING DATE FOR APPLICATION
31ST AUGUST 2016**

ATTACH COPIES OF THE FOLLOWING DOCUMENTS

- **Current Public Liability Insurance policy to cover dates of Festival and Australia wide.**
- **Food Registration Certificate with name of issuing Council**
- **Worker's Compensation (if applicable)**
- **Description of Stall or Van construction and size – please provide a photo or diagram of the floor plan, including any awnings and ropes securing stall**
- **Please specify in your power requirements the total number of power outlets and Amps required, e.g. 2 x 10amp or 1 x 15amp etc. The cost is \$5 per outlet – supplying your own power board is still classed as 2 or 4 outlets.**

Any items missing from your application will only delay our acceptance of your application.

POST TO:

**Fleurieu Folk Festival
c/o The Secretary
PO Box 52
Seaford SA 5169
Phone: Kylie – 0401 853 595
Email: stalls@fleurieufolkfestival.com.au**

APPLICATION FOR STALL

Personal Details

Stallholder's Name	
Trading Name	
Trading Address	
Residential Address	
Postal Address	
ABN Number	

Contact Numbers

Business Phone	
After Hours	
Mobile	
Email Address	

Stall Information

Type of Product		
Do you manufacture this product?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Do you have stall experience? If so, where?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
List cooking appliances (if applicable)		
Council Food Registration Number (if selling food)		
Do you have your own stall surround e.g. gazebo, van?	<input type="checkbox"/> Yes <input type="checkbox"/> No – Please describe:	
Do you have your own trestles, tables etc?	<input type="checkbox"/> Yes <input type="checkbox"/> No – Please describe:	
Do you require power?	<input type="checkbox"/> Yes <input type="checkbox"/> No – Any special requests?	

STALL COSTS: \$100 for the Festival (Friday – Sunday) plus \$5 per outlet for Electricity

Please forward payment to Fleurieu Folk Festival Inc, PO Box 52 Seaford SA 5169 and a receipt will be issued. Applicants will be responded to by mail, within 30 days, after the assessment panel convene.

I agree to abide by, and accept all the guidelines as on pages 1-5 of the enclosed information.

SIGNATURE: **DATE:**