



Stall Holders Application

Where: **Quota Park, Riverside Drive, Narooma NSW**

When: **Saturday 6th, May 2017**

Important Points:

- Site Fee is payable on acceptance.
- Market day runs between 10:00am till 4:00pm.
- Deadline for Applications is **Friday 7th, April 2017.**
- Tents, tables & chairs etc are the individual stall-holder's responsibility.
- Food hygiene and safety will be subject to NSW Health Department Guidelines.
- \$20,000,000 minimum public liability Insurance is necessary for this specific event. Should you require insurance and already have an insured business - in most instances the process simply requires an extension of your existing business cover for the day. Your Broker should be able to advise you.
- Casual 'walk-ins' on the day will not be accepted.
- This is a waste wise event and you must take your waste with you when you leave.
Site Fee - This is a 'not for profit' community event facilitated by the Narooma & District Chamber of Commerce. Site fees are kept to a minimum to encourage quality stall holders. Fees contribute to the cost of holding the event. Your fee includes the fee from Eurobodalla Shire for food stall inspections.
Site Size - 4m x 4m (approximately) for a 3m x 3m marquee.
Notification - When approved by the Festival Manager, you will be notified and advised of your site allocation. If not accepted payment will be refunded.

Further Enquiries: Anne Colquitt Email: hatsavvy@gmail.com
Mob: 0439 791 498

Address: Applications Oyster Festival - **PO Box 520, Narooma, 2546**

Narooma Oyster Festival Application Form

Contact details	Note: * required field
*Company or Organisation	
*Trading As	
*ACN or ABN	
*Local Government Area Registered	
*Contact Person 1	
Contact Person 2	
*Phone	
*Email	
*Mobile	
*Address	
Site Details (GST Incl) Size (3m x 3m)	
Food & Beverage - \$150 Inc Powered site	
Regular - \$100	
Not for profit Community Organisation - Free	
*Describe your product:	
Insurance	
*Public Liability Expiry Date	
*Certificate or Currency attached	
Stall Requirements	
*Number of Stall(s)	
Type of Stall (Gazebo, Van, Other?)	
*Power Requirements (Please Specify)	
Extra Notes	

PAYMENT PENDING APPROVAL OF STALL HOLDERS APPLICATION

Indemnity

This form must be completed and returned together with a copy of your Certificate of Currency for a minimum \$20,000,000 Public Liability.

Business or organisation's Name:

I/We agree to indemnify and keep indemnified the Narooma Oyster Festival Manager, Organising Group, Volunteers and its Contractors. And the Narooma and District Chamber of Commerce and Tourism & Narooma Oyster Festival against all actions, claims, demands, losses, damages, costs and expenses in respect to any loss, damage, accident or injury to any property or person in connection with the occupation of land in the care and control and management of NOF during the event. Provided that such loss or damage does not arise from the negligent act of the NOF.

Name:.....

Position:

Signature: Date:/...../ 2017

Unfortunately copies of insurance policies will not be accepted, please ensure you provide a Certificate of Currency from your insurer.

Site Application Conditions

1. Site applications must be approved by the Festival Manager, and all applications will be notified.
2. Only those products listed on the original site application and approved for sale can be sold. If any unapproved products are displayed or sold the site lease will be terminated immediately.
3. The stall-holder is responsible for any damage to property or people caused through their participation.
4. The stall-holder must have \$20,000,000 Public Liability Insurance and a current copy of their Certificate of Insurance must be submitted with the site application.
5. The stall-holder will be responsible for all connections from electricity supply. All electrical installations must comply with AS3000 and AS3002. The stall-holder will ensure:
A) all electrical leads have been tested and have a current certification tag, B) electrical leads do not create trip hazards and C) joints and connections are not accessible

to the public or exposed to damp conditions

6. The allocated site must be left in a clean and tidy state.
7. The Narooma & District Chamber of Commerce is indemnified against any claims relating to the stall holders activities.
8. Vehicles can only access the festival area for unloading and reloading. Vehicles cannot be left in the festival area during trading times without prior approval and vehicle access will only be permitted before 8.00am and after 5:30pm. Setup can be arranged the day before with prior approval.
9. The site allocated cannot be altered or changed without permission from the Festival Manager.
10. Set up is required by 9.30am.
11. All site fees must be paid on application prior to the festival.
12. Any breaches of this agreement can result in no further trading by the vendor.
13. All rubbish must be removed off site by the stall-holder.
14. All stalls must be professionally presented.
15. Narooma Chamber of Commerce is indemnified against any claims relating to health regulations set down by Eurobodalla Council Health Inspectors.
16. All stall holders participating in the event are responsible of their own operation and employees and acknowledge that there is no master servant relationship between Narooma Chamber of Commerce & you.
17. Fees and charges payable to Narooma Oyster Festival are non-refundable.

Please read & sign that you agree to the above conditions

Name:.....

Position:

Signature: Date:/...../ 2017