

STALLHOLDERS REGISTRATION FORM



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We invite you to participate in the **Glenorchy Village Fair** by booking a food / beverage / craft site at the **Glenorchy Village Green** for **Sunday 24th November 2019.**

Please complete this registration form and return by 10th November 2019.

Please provide the following contact information:		
Name		
Title		
Business Name/		
Organisation		
Postal Address		
Phone		
E-mail		
1. Please tick the appropriate box.		
Food/Drink Stall @ \$25.00	\$_	
Craft Stall @ \$25.00	\$_	
PAYMENT to be collected on the day of Fair		
Please supply a list of products you intend to sell at the double ups, please be very specific!)	event. (In order	to prevent

TERMS AND CONDITIONS:

- * This is an application only, not a guarantee. The committee reserves the right to refuse entry/ restrict what a stallholder sells at the Village Fair.
- * The fair organizers will not be held liable for any loss made by the stallholder, through cancellation or other factors.
- * All food safety and sale of liquor guidelines must be abided by, with appropriate applications completed with Lakes Environmental, ie food stall application, liquor license.
- * The stallholders fee is non-refundable and non-transferable
- * The stallholders agrees only to sell the product described in this application
- Stallholders have access to the site from 9.00am 10.00am for stall setup. Any large equipment may be set up Friday at the stallholder's risk.
- * All vehicles must be off the green and parked in the designated parking area by 10.00am on the day access open from 9.00am.
- * Stallholders must be completely set up ready to trade by 11.00am.
- * Food vendors will be encouraged to use biodegradable plates and cutlery.
- * Stallholders will be responsible for supplying their own gazebo or tent a table and chairs will be provided to each site.
- * Stallholders will be responsible for their own rubbish removal.

ALCOHOL GUIDELINES

- * Stallholders approved for selling alcohol must apply for their own special liquor license, which will be at your cost.
- * Stallholders selling alcohol must have someone on site that holds an alcohol managers license.
- * A limited number of stalls will be permitted to sell liquor in the designated areas this is at the organisers' discretion.
- * Serving to minors or intoxicated persons will not be tolerated.
- * Alcohol sales will not be permitted after 4.00pm.
- * The Alcohol guidelines must be on display throughout the event.

HEALTH & SAFETY

ingrid@eventmanagement.co.nz

Please note that under the 1992 Accident Compensation Act, you are responsible for the safety of visitors and staff, in and around your site. You should consider such things as: fire risk, extinguishers, location of machinery, and securing signs etc.

I agree to the terms and conditions, incl set up conditions and alcohol guidelines outlines on page two of this application form.

Signed:	Date	_2019
PLEASE RETURN BY 10th November 2019 TO, PO BOX	X 118, GLENORCHY,	or email

Queries to INGRID TEMPLE on 027 537 5047 or email ingrid@eventmanagement.co.nz