

## 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 29**<sup>th</sup> **November 2020.** 

Please complete this registration form and return by 10th November 2020.

Pleas	ase provide the following contact information:			
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Bu	usiness Name/			
Or <sub>z</sub>	Organisation			
Pos	ostal Address			
Ph	hone			
E-	-mail			
<b>1.</b> F	Please tick the appropriate box.			
ſ	Food/Drink Stall @ \$25.00		\$	
ſ	Craft Stall @ \$25.00		\$	
F	PAYMENT to be collected on the day of Fair			
	Please supply a list of products you intend to sell please be very specific!)	at the event. (In order to	prevent	: double ups,
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## **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**

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	2020
PLEASE RETURN BY 10 <sup>th</sup> November 2019 TO, PO BOX 3 ingrid@eventmanagement.co.nz	118, GLENORCHY, or email	

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