



**2018 Festival theme: *Citizen Science***  
**Saturday 10 November, Kandanga Community Reserve**  
(Opposite Kandanga State School)

**STALL HOLDERS TERMS & CONDITIONS**

Our mission is to increase the awareness of the unique Mary River, and we are committed to empowering the communities along the wonderful Mary River by showcasing local creativity, projects, ideas, resources and culture that enhance and protect the unique environment of the Mary River catchment, while featuring workshops and exhibits, entertainment and children's activities in a festival atmosphere.

The Mary River Festival (MRF) is a community event run by volunteers under the auspice of the Save The Mary River Coordinating Group Inc.

**APPLICATION TIMEFRAMES**

- **Stall applications** close 5pm Friday 14 Sept 2018.
- **Approved stalls** will be notified by Friday 21 Sept 2018.
- **Stall fees** to be paid by Friday 5 October 2018.

**MRF DETAILS**

2018 Gate Opening Times will be 11.30am to 7.30pm. Main stage entertainment starts at 12noon – 7.30pm.

Stall acceptance is on the basis of being compatible with the general character and objectives of the Mary River Festival. Preference will be given to stalls that address the theme of Citizen Science, and have an environmental, educational and community focus including demonstrations where visitor engagement is possible. For food stalls, preference will be given to stalls that focus on healthy, possible organic, local/regional produce and family/budget friendly prices.

**ENTRANCE CRITERIA**

All businesses participating in the Festival must comply with the following criteria:

- MRF reserves the right to refuse an application or remove any exhibitor whose display of goods or services is not likely to be, in the reasonable opinion of MRF, compatible with the general character and objectives of the Festival.
- Environmental awareness of the river.
- Vibrant, friendly and safe festival.
- Showcasing local creativity, projects, ideas, resources, and culture.
- Market stalls and businesses located within the Mary River catchment area will be given preference – MRF committee reserves the right to decide.
- All products are produced according to the criteria of good, clean and fair:

- Only products that are specified on your application form and approved by MRF can be displayed and sold on your site. Other products and/or services not included in your application form may be displayed or sold on your site with prior permission from MRF.
- Packaging used by stallholders should be biodegradable i.e. NO plastic bags, plastic cups/plates/cutlery/straws etc. In an effort to reduce the waste going to landfill we request that only compostable food service items or packaging be used. Bio Pack is one supplier.
- Lodgement of a stall application does not imply automatic acceptance as a stallholder, as the organisers strive to create a well-balanced non-competitive event.
- Stallholders must supply their own marquee, chairs, tables etc.
- Two complimentary tickets will be given per stall, unless negotiated with the organisers.
- All stall holders must supply relevant copies of Public Liability Insurance & Food Licences where applicable.

### **WH&S COMPLIANCE**

- Food Vendors must include copies of current public liability insurance and relevant food hygiene Licence and Food Service certificates with stall application.
- Food Vendors are responsible for the supply of their own electrical power leads and equipment, which must comply with Workplace Health and Safety Legislation Testing and displaying current inspection tags.
- Gas cylinders must carry current, in date, Certification labels.
- Random checks on electrical leads and gas cylinders will occur, with defective items removed from festival site.
- Food Vendors are responsible for bulk rubbish removal from their allocated site and must leave site in a clean and tidy state.
- Food Vendors are required to present a clean and tidy stall and remove from site vehicles not in use, no later than 30 minutes prior to commencement time of festival (10.30am).
- Stalls must be erected in a safe and competent manner and comply with safety standards., and consideration be given to wet weather contingencies.
- Food Vendors agree to abide by any direction given by Mary River Festival Coordinating Committee, Convenors, and Gympie Regional Council officers in relation to risk management of their site.
- Speed limit on site is 10klms ph.
- No pets allowed on site.
- Footwear must be worn while on site.
- The Festival site is a Smoke Free Zone. Designated Outdoor Smoking Areas (DOSAs) will be allocated.

### **SET UP AND PULL DOWN**

- Vehicle movement within festival site between the hours of 10.30am and 7.30pm is prohibited.
- Site access is available from 7.30am to 10.30am. (No vehicle movement within site after 11.00am unless by application)

## **STALL FEES**

Stall fees are as follows for a 3x3 metre site:

- Food Vendor - \$100 (those licenced to sell food and drinks)
- Commercial Stall - \$50 (Business stall)
- Craft/Market stall - \$20 (Fee can be waived if demonstrating or providing interactive activity)
- Community / Environment Groups – Donation (demonstrating or providing interactive activity preferred)

No site fee refunds will be paid in the case of inclement weather. The organizer, regardless of weather conditions, must pay all advertising and promotion costs.



## STALL APPLICATION FORM 2018

10 November 2018 at Kandanga Community Reserve (opposite Kandanga State School)

From 11.30am – 7.30pm

Send to: Mary River Festival  
 STMRCG, C/- Kandanga PO Box 23 Main St, Kandanga 4570 OR  
[maryriverfestival@gmail.com](mailto:maryriverfestival@gmail.com).

<b>Stall/Trading Name</b>			
<b>ABN:</b>			
<b>Contact Name</b>			
<b>Mobile</b>		<b>Landline</b>	
<b>Email</b>			
<b>Postal Address</b>			
<b>Website</b>			
<b>Facebook</b>			
<b>Category (Community/Market /Food Vendor)</b>			
<b>Description of Stall/ Goods Sold (attach photos to form) – include info about where items are made, menu with prices, etc.</b>			
<b>I confirm that all products and items being sold have been grown, produced or made locally</b>		Yes..... No.....	
<b>Stall Size Requirement</b>	3x3..... Other.....	<b>Power Requirements</b>	
<b>Water Requirements</b>		<b>Parking</b>	
<b>Confirmation of use of biodegradable packaging (NO plastic bags or plastic cups/plates/cutlery/ straws</b>		<b>Stall improvements that have made you stall more sustainable?</b>	
<b>Attached Food Licence</b>	Yes..... No.....	<b>Safe Food Handling Certificate</b>	Yes..... No.....

<b>(If Applicable)</b>		<b>(If Applicable)</b>	
<b>Do you have portable gas cylinders?</b>	Yes..... No.....	<b>If Yes, how many?</b>	.....
<b>Attached Public Liability Insurance Docs (20M)</b>	Yes..... No.....	<b>Fresh/Biodynamic Certification (if Applicable)</b>	Yes..... No.....
<b>I hereby give the MRF permission to take photos of my stall and use in publicity for the event now and in the future</b>			Yes..... No..... Comments:

**DISCLAIMER:**

In the preparation of this event, the MRF committee have relied on information, which we believe to be accurate and reliable. However, neither the MRF committee, or Save The Mary River Coordinating Group Inc., nor any persons involved in the preparation of the event, accept any form of liability whatsoever for its contents, including opinions, advice or information or for any consequences that may arise.

**DECLARATION:**

By signing below you are agreeing to the terms and conditions set out by the Mary River Festival and agree to abide by its rules and principles

Signature:

Name:

Date:

*For further information on the Mary River Festival visit [www.maryriverfestival.org.au](http://www.maryriverfestival.org.au)*