



QANTASLINK RIVER TO REEF FESTIVAL

SATURDAY 1 OCTOBER

STALLHOLDER APPLICATION FORM

Contact Person: _____

Business / Organization: _____

Postal Address: _____

State: _____ **Postcode** _____

Phone: _____ **Mobile:** _____

Email: _____

Description of goods sold:

Applications and payment lodgment has CHANGED.

Please return complete application and payment together to the Mackay Entertainment & Convention Centre box office by the 12 August 2011, 4.30pm at the latest.

Options to return your application forms are as follows:

- ◇ **Return via post: (reply paid envelope included)
ONLY WITH CHEQUE OR MONEY ORDER**
- ◇ **FOR CASH/EFTPOS PAYMENT PLEASE TAKE
APPLICATION TO THE MECC BOX OFFICE.**
- ◇ **Return in person to the Mackay Entertainment & Convention Centre Box Office, Alfred Street.**



STALL SELECTION

Type of site Required (Please Tick)



Full Day Stallholder — 9am—9pm (own marquee & weights required)

1 x Double site [6m x 3m deep]

Power site \$150

Non Powered Site \$100

1 x Single Site [3m x 3m deep]

Power site \$125

Non Powered Site \$75

1 x Double fundraising site [6m x 3m deep]

Power site \$100

Non Powered Site \$50

1 x Single fundraising Site [3m x 3m deep]

Power site \$75

Non Powered Site \$25



POWER

Does your stall require power? **Y/N** (Please circle)

If you have selected a powered site, please fill in the table below to show your power requirements.

PLEASE PROVIDE CORRECT AND DETAILED INFORMATION ON YOUR POWER REQUIREMENTS AS THIS IS USED TO DETERMINE SIZE OF GENERATORS.

You will only be supplied with the power requirements you list on this form.

Electrical Appliances (includes cooking, heating, hot and cold food storage equipment)	Electrical Power Required (amps)	Electrical Power Output (Watts)

CAR PERMITS

Car permit passes will need to be issued to all stallholders to access the Festival road closed area with their vehicles to set up and dismantle their site.

Please supply me with the following number of car permits: _____

PUBLIC LIABILITY INSURANCE

Please note: Your insurance policy must be up to date with a minimum of \$10 000 000 indemnities.

- My Insurance is up to date and a copy of the 'Certificate of Currency has already been supplied to Mackay Regional Council.
- A copy of my insurance 'Certificate of Currency' is attached to the application.





FEES

1. All stallholder fees for the 2011 River to Reef must be paid with the application by one of the following methods:
 - A) Send a cheque or money order via post to Mackay Entertainment & Convention Centre
WITH APPLICATION
 - OR
 - B) Pay via cash **WITH APPLICATION** at the Mackay Entertainment & Convention Centre, Alfred Street Mackay.
2. Please ensure that cheques and money orders are made out to 'Mackay Entertainment & Convention Centre'.
3. All site payments must be received by Friday 12 August, 4.30pm at the latest
4. You will be issued with a receipt as proof of payment.

CONDITIONS

The following conditions have been implemented to present a quality event and service for the benefit of the community and our stallholders. Should you require any assistance in meeting any of the following criteria, please contact the Festival and Events Team 49619767 or 49619765.

1. All stallholders will be positioned at the Event Coordinators discretion
2. Car permits must be made visible to security personnel upon entering the festival site. Please position your permit on the drivers side of your car's dash board
3. All stallholders must hold a current public liability insurance policy with a minimum cover required for their specific products or services
4. All stallholders must supply their own marquee (where applicable) and materials.
5. Equipment to secure marquees must be supplied by the vendor (eg. Sand bags, weights etc.)
6. Stallholders are responsible for the bulk rubbish removal from their allocated site area
7. Stallholders are liable for restoration claims for any damage they may cause to the site areas.
8. Failure to comply with all conditions may lead to withdrawal of your site.
9. Any incidents which may result in disruption of the peace during the event must be reported to uniformed security staff on the day.
10. Stallholders may be filmed or photographed during the event and agree for footage and images to be used for promotional use by Mackay Regional Council.
11. Application forms and payment must be completed and returned by Friday 12 August 2011.

DECLARATION

I have received, read and understand the above conditions for the 2011 River to Reef Festival. I further agree to indemnify the Mackay Regional Council against any claim whatsoever that may be brought against Mackay Regional Council by any person in relation to the operation of my allocated site and the vehicle/s associated with it.

Signature: _____ **Date:** _____

