



ECO-FESTIVAL MARKET STALL APPLICATION FORM

A partnership project between Katanning Ag Society, Shire of Katanning, Katanning Landcare and Hidden Treasures Bloom Festival

Date: Saturday 16th September 2017

Time: 8:00am – 2.00pm

Venue: Shearing Shed, Katanning Leisure and Function Centre, 4 Pemble Street, Katanning 6317

Markets Email: kas@westnet.com.au

Markets Phone: 0437 983 575

EcoFair General Inquiries: Mazita Omar 9821 4327 (Office Hours), events@katanninglandcare.org.au

TERMS AND CONDITIONS

- Failure to appear at the market day will be considered a breach of contract, and no refund of monies will be made.
- Gates will be opened by 6.00am to begin set up. Market traffic can be expected from 8:00am.
Eco-Festival events begin at 10.00am Poultry Pencil Auction begins at 11.00am
- Stalls are not to be dismantled until 2.00pm unless notified by organizers.
- Stall holders must hold their own Public Liability Insurance. Some exceptions apply. If you do not have insurance, please indicate on form and we will contact you if necessary.
- Smoking and alcohol consumption is not permitted at the event.
- No electric power will be supplied unless applied for on the stall application form.
- Stalls will not be able to trade at the event unless fees have been paid in full.
- Marquees are not supplied by organizers. Please note that the ground surface is very hard, and sand or water bags are recommended for securing marquees.
- Community groups, schools and not-for-profit organizations are eligible for a waiving of booking fees. Please speak to event organizers about your circumstances.

IMPORTANT INFORMATION

Allocation of sites

Verbal or email confirmation of booking will be provided. Site allocation available upon arrival from site organisers.

Electricity

10 amp electric power is available in limited supply and must be specified in the application. Book early to ensure supply. Exhibitors must supply their own power leads (minimum length required 30 metres), which must be tag tested for safety. Organisers are not responsible for any damage to electrical equipment caused by overloads. All generators, electrical cabling, switches, fuses and the like should be kept clear of patrons and properly and safely secured.

Emergency

A risk management plan and first aid kit will be available on the day of the event.

Public Liability Insurance

Please attach a copy of your Public Liability Insurance Certificate of Currency.

Some exceptions apply. If you do not have insurance, please indicate on form and we will contact you if necessary.

Site Set Up & Pack Up

The markets are located both inside the Shearing Shed at provided tables or outside on gravel under marquees (not provided)

- Indoor exhibitors will receive a table that is pre-set for the day. Bring a tablecloth, goods and a chair for yourself.
- Outdoor exhibitors are required to provide all materials to erect a stall, including tables, chairs, power leads and marquee.

Any damage caused to sites will be the responsibility of the exhibitor.

Payment:

- \$5.50 Katanning Ag Society (KAS) Members per table stall (table will be provided) or
- \$11.00 non-members per table stall (table will be provided) or
- \$20 for 3x3 marquee space outside (marquees are not provided, only the space)
- Fees payable to the market organizer in **cash on the day** of the event, or
- **Electronic Funds Transfer (EFT)** to Katanning Ag Society
 - BSB 036 153 - A/C No. 530 015
 - Please tag EFT payments with your Stall Name

Thank you for supporting a Katanning community event.



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Please indicate which best describes you.

- Business / individual
- Community group / not for profit

Name of Organisation / Business / Stall:

Contact Person:

Postal Address:

Email:

Phone:

Description of Stall / Items for Sale:

Power Requirements:

- Powered 10 amp
- Unpowered

Insurance:

- Certificate of Currency attached
- I do not have insurance

Type of stall you require:

- 1 x table Indoor
- 1x table Outdoor (no cover)
- 1 x marquee space (3x3; stall holder to provide own marquee)
- Other layout requirements (describe):

Please indicate your type of stall structure (tents, etc):

Please return your application to: kas@westnet.com.au