

Burwood Festival Stallholder Conditions

Burwood Council has appointed IMC Productions Pty Ltd to organize Burwood Festival on their behalf.

Burwood Council reserves the right to reject any stall application considered inappropriate for Burwood Festival.

All stall sites are allocated first come, first serve basis. In other words, sites are allocated in the order of application arrival.

If your stall application is accepted, Burwood Council will send you a cash receipt which is confirmation that your application is successful.

If your stall application is not accepted, Burwood Council will advise you in writing and your site cost payment will be returned to you.

Site costs are **not** refundable for any reason other than your stall being considered inappropriate.

All stallholders must have their own Public Liability Insurance covering their activities at the Festival for a minimum of \$10 million. Insurance must not be split between personal and public liability insurance.

Stall sites measure 3 x 3 metres.

Stallholders must conduct their business within the confines of their allocated area and must not move from their allocated site.

If a stallholder needs a site larger than explained in this application, then a stallholder must pay for an additional site.

No running water is supplied to any stall site.

Power is supplied to a stall site if indicated on the application form and paid for. Your power leads must be tagged by an accredited electrician otherwise Burwood Council will not supply power to your site. No power leads are to run in the gutter.

Covered stalls supplied are not waterproof and it is stallholders responsibility to make sure that any merchandise or product is protected as necessary.

Stallholders must not alter their merchandise as described on the application form without permission from the Organisers. You may be evicted from the event if your products differ from the description you gave on the application form.

Dangerous or harmful merchandise including silly string, toy guns and throw downs are banned. Any stallholder not complying with this condition will be removed from the Festival.

Food stalls must comply with provisions and regulations of the Food Act 1989.

Stallholders are liable for any damage to any property owned by Burwood Council, participants and visitors to Burwood Festival.

Stallholders must not drive any posts or poles into the ground of Burwood Park unless otherwise arranged with the Organisers.

Waste water, rubbish and food waste are to be removed from the site by the vendor.

Burwood Festival starts at 10am and finishes at 5pm. Stallholders may set up their site from 7am and must leave Burwood Park by 6pm.

Stallholders must not bring their vehicle to their stall site at any time other than the designated unloading and loading times.

There is no parking with a stall site for any reason.

Stallholders are responsible for removing all materials from their site and leaving it tidy and clean.

Burwood Festival will proceed whether it rains or not. There will be no refunds in the case of inclement weather.

It is a requirement of Burwood Council that all food traders use drip trays, tarps or oil, mats to provide protection to the ground at the Festival. If you do not have these items they can be provided by the Organisers at an additional cost.

Stallholders agree to comply with any reasonable request by the Organisers, Burwood Council representative or other person authorised by the Organisers.

Stallholders have a responsibility under the Occupational Health & Safety Act (2000) and its regulations to ensure the health, safety and well-being of all who come in contact with their stall site. As a result, all stallholders are required to take part in a risk assessment conducted by Burwood Council. A Risk Assessment form will be supplied separately once your application is approved which should be returned to Burwood Council.