

Stallholder Application Form for FUSE Festival – Saturday 6th April 2019 – Donnan Park, Tammin



Please email this completed form to cdo@tammin.wa.gov.au, fax to 9637 1117, drop off in person or mail to PO Box 53, Tammin WA 6409 by no later than **Monday 1st April 2019.**

Contact Details

Name of applicant(s): _____

Company/business name: _____

ABN Number (if applicable): _____

Street address: _____

Town /suburb: _____

Post code: _____

Phone: _____

Mobile: _____

Email: _____

Website: _____

**FUSE Festival market stall trading times are from 11:00am to 4.30pm.
Please refer to number four (5) on the terms and conditions page.**

All applicants must have read and understood the 'Terms & Conditions' that accompany this application. The Shire of Tammin will review all applications and you will be notified of the outcome.

I declare that:

- I will be present at the stall for the duration of the market; or ensure the stall will be manned at all times
- I have read and will abide by the Terms & Conditions of the Fuse Festival hosted by the Shire of Tammin.
- I have attached all required documentation to this application.

Full Name: _____

Date: ____/____/201

Signature: _____

Product Information

For applications to be processed promptly, it is important to supply the Shire of Tammin with as much information as possible.

Please give a brief description of your product, what you want to showcase/sell at the FUSE Festival. Please provide images of your work if possible. Only goods listed on application may be sold.

Price range of your products (lowest to highest).

Description of stall structure, including sizes.

Number of people that will operate your stall.

Terms & Conditions Agreement

Participation in the FUSE Festival is subject to your acceptance of the following terms and conditions. Please read these carefully.

1. **Applications:** The Shire of Tammin reserves the right to decline any application. Preference may be given in order of application and/or nature of product when allocating sites.
2. **Products:** It is important that you specify the nature of your stall and the types of product to be sold. Stallholders contravening this requirement or failing to accurately describe their products may have their trading terminated.
3. **Licences and permits:** It is required that you hold all required licences and permits to sell your products and obey all laws and regulations involving your products.
4. **Environment and waste:** The Shire of Tammin does their best to ensure that the festival grounds are left free of waste at the conclusion of the FUSE Festival. Please try to reduce waste and use recycled and/or recyclable packaging and materials and remove all waste at the end of the day.
5. **Set up time:** The FUSE Festival trading times are from **11:00am to 4.30pm**. Shire of Tammin staff will be on location from **9:00am**. Stall holders are asked to be on site by **10:00am** and be ready to operate by **10:45am**. Stallholders are asked to keep their stall open until **4.00pm**.
6. **Site:** Site size is a maximum of 1.8m x1.8m. Exceptions are possible prior to discussion. **Please bring your own tables.** All trestle/display tables must be covered with floor length tablecloths. All displays, tables or otherwise must be contained within the site space. Please note that all sites are unpowered. Exceptions are possible prior to discussion. Stall holders will be allocated a space in the marquee on the oval but depending on demand, some stalls will need to provide their own shelters, notification will be given in due time.
7. **Health and Safety:** Stallholders are responsible for the safety of the public within the allocated stall area and for the safety of products sold. Stallholders must ensure that all shelters, cabanas, umbrellas, tables, display boards etc. are adequately secured and comply with all safety regulations as requested by the Shire of Tammin festival officials. Soft objects (sandbags or plastic water containers) must be used as hold-downs. Keep walkways clear and report any hazards to the Safety officer at the information station. All stallholders vending any foodstuffs/drinks (whether prepared on site or not) must comply with the 2008 Food Act and the Australian and New Zealand food standards code. This is a Smoke Free event and smoking by stall holders is discouraged by The Shire of Tammin.
8. **Public Liability Insurance:** Stallholders who hold adequate public liability insurance are asked to forward a copy of their Public Liability Insurance (PLI) Certificate of Currency to the Shire when registering their stall. Stallholder without Public Liability Insurance will be covered by a policy taken out by the Shire of Tammin for this event.

If you require assistance with completing this form or have any enquiries, please contact the Shire by emailing cdo@tammin.wa.gov.au or call 9637 0300.