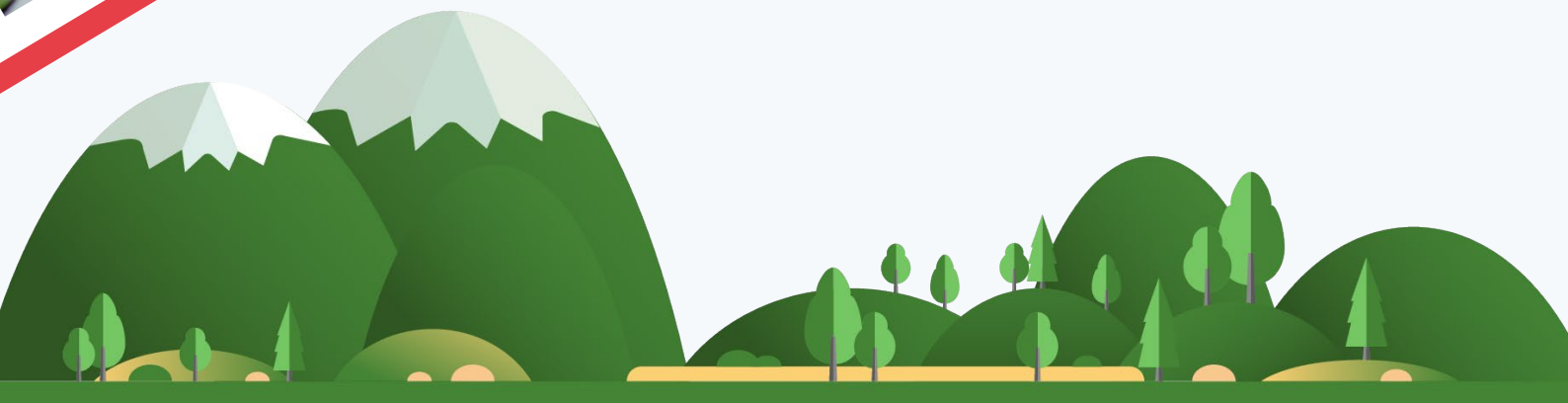




MARKET STALL APPLICATION FORM 2019



FESTIVAL INFORMATION

Date	Saturday 23 rd and Sunday 24 th February 2019
Website	www.tumbafest.com.au
Times	Saturday 23 rd February 10am – 7pm Sunday 24 th February 9am – 6pm
Venue	Tumbarumba Creekscape, Hammonds Lane, Tumbarumba NSW

BUMP-IN / BUMP-OUT

Activity	Date	Start Time	Finish Time
Set-up/bump in	Friday 22 nd February	Midday	6pm
	Saturday 23 rd February	7am	9am
	Sunday 24 th February (for Sunday only market stalls)	7am	9am
Cars off the site	Saturday 23 rd February	9am	-
	Sunday 24 th February	9am	-
Pack up/bump out	Sunday 24 th February	5pm	7pm

On arrival, ALL stallholders MUST report to the registration stand. Here, you will be given your stall location and wrist band that must be worn at all times.

Bump-in (including all deliveries) is from:

- Friday 22nd February, Midday - 6pm
- Saturday 23rd February, 7am – 9am

Once in the festival grounds, vehicles must unload and vacate as soon as possible and obey all instructions given by festival organisers. A parking area will be provided for all stall holders close the festival grounds. Please indicate, in the application form, if your stall includes a vehicle.

Bump-out is from:

- Sunday 24th February 5pm – 7pm

Stallholders can pack-up early at their own discretion however due to OHS regulations, vehicles are STRICTLY PROHIBITED on the festival grounds before 5pm Sunday 24th February.

TRADING TIMES

Stallholders are expected to operate throughout the entire Festival, with exception to Sunday only market stallholders. The hours of operation are:

Market stalls:

- Saturday 23rd February 10am – 5pm
- Sunday 24th February 10am – 4pm (including Sunday only market stallholders)

STALL SITES

When deciding what stall site size you require, please take into account your entire stall including ropes and awnings. If you arrive at Tumbafest and your stall is bigger than your allocated space – you won't fit. This causes both stallholders and organisers major headaches. All stalls are to be set up within their allotted area with nothing protruding out of the space.

If you require more than the allocated space for one stall site, you will need to pay the additional stall fees for the space that you occupy.

One stall site space: 3 Metres x 3 Metres

Optional additional space: 3 Metres x 3 Metres

BOOKING APPLICATION

Company/Agency	
Contact Person	
Mailing Address	
Town	
State	
Postcode	
Phone	
Mobile	
Fax	
Email	
ABN	

Please answer the following questions:

Have you been involved in Tumbafest before? If so, which years?	
Is your vehicle part of your stall? If so, please explain.	

Description of Products

Applicants must list an accurate description of ALL PRODUCTS to be sold on their stall. They will be required to sell only those items that have been accepted in their application to avoid duplication on the weekend. Please list all products and services or demonstrations.

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Please complete your requirements below (all fees exclude GST and are for both days, unless otherwise stated).

Stall Type	Fee	Quantity	Total
Two day – 3m x 3m space, includes 1 weekend ticket (\$60 full price 2018) and option for 1 additional weekend ticket at 50% cost*	\$90.00		
Optional – additional 3m x 3m adjoining space two day	\$40.00		
One day (Sunday only) – 3m x 3m space, includes 1 Sunday ticket (\$30 full price 2018) and option for 1 additional Sunday ticket at 50% cost*	\$60.00		
Optional – additional 3m x 3m adjoining space one day	\$30.00		
Additional (optional)			
Trestle table hire	\$24.00		
Lightweight shade gazebo	\$90.00		

PAYMENT INFORMATION

Please provide your payment information below:

Card Type	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express
Cardholder Name:	
Card Number:	
Expiry Date:	
CVV:	

If your application is successful, you will be advised, and your provided credit card will be charged based on the requirements you have selected above. If your application is not successful you will be advised, and your credit card will not be charged.

I understand the following:

- The closing date for applications is **5pm, Monday 17th December 2018**
- Full payment must be made at time of application approval.
- Any cancellations received after **5pm, Friday 1st February 2019** will not be refunded

DECLARATION

I have enclosed copies of the following documentation (please tick all relevant):

- Public Liability Insurance Policy
- Workers Compensation Policy/Personal Accident Insurance
- A photograph of my stall and/or products I will be selling

Applications will be accepted according to the products to be offered, in order to achieve variation amongst stalls.

I have read and understand the terms and conditions as detailed in the Stallholders Information Kit. By signing this agreement, I agree to be bound by the terms and conditions of the 2019 Tumbafest Stallholders Guidelines.

Stallholders signature _____ Date _____

Once you have completed all sections of the application form, please save the file and then email it along with the required documentation listed above and email it to the below.

Please direct all applications and enquiries to:

Karly Fynn
Tumbafest Event Coordinator
E: tumbafest@gmail.com
P: 0406 382 534