



# Exhibitors Terms and Conditions 2022

Eaton Foreshore Festival  
PRATT ROAD, EATON  
8:30 am – 2.00 pm, Sunday 1<sup>st</sup> May 2022

*The Eaton Foreshore Festival (EFF) is a well-loved community event, organised and run by a committee of volunteers. We ask that you show our volunteers the respect that you would expect.*

## General Information:

- All stallholders, food vendors and exhibitors are required to have their stall/display/exhibit erected and if required their vehicle removed and parked in the public parking by **8:00am** Sunday 1<sup>st</sup> May, 2022. (Set up from 6.00am). **NO ADMITTANCE TO THE FESTIVAL GROUNDS WILL BE PERMITTED AFTER 8 AM.**
- Stalls must NOT be dismantled or removed prior to 2.00 pm. There will be vehicle access inside the festival grounds again from 2.00 pm.
- Festival open hours are from **8:30 am to 2.00 pm**. Stallholders, food vendors and exhibitors are expected to operate for the duration of these hours and have adequate supplies.
- Due to safety issues **NO** vehicles other than emergency/service vehicles will be allowed into the Festival grounds whilst the Eaton Foreshore Festival is open to the public.
- No public address systems or amplified sound systems are to be used other than those authorized by the EFF Committee.
- No dogs (with the exception of guide dogs) will be permitted at the Eaton Foreshore Festival unless authorized by the EFF Committee.
- Stallholders, food vendors and exhibitors are responsible for the erection and dismantling of their stalls/displays/exhibits and the provision of all materials used therein.
- If an EFF Committee Member deems the sale or display of any item to be inappropriate the EFF Committee Member reserves the right to order such sale or display to cease. The Applicant shall abide by such orders immediately.
- Please cooperate to keep our grounds neat and tidy by using bins provided for all rubbish.
- All stallholders and food vendors are responsible for cleaning down their own stall on a regular basis with disinfectant wipes.
- Each stall must have hand sanitise available to customers
- This is not a double vaccination event. There is no requirement to show vaccination status nor is it a requirement for entry/involvement.

## Stallholders:

- It is essential that stallholders accurately assess the amount of space they require in their application. The area booked must include the **total length and width** of your marquee / food van (when fully erected) **AND** any additional apparatus required eg: tow bars, guide ropes, other display items etc. No additional space will be available at the event. Stallholders found to be using more than the approved area will be asked to remove part of, or their entire stall to comply.
- Stall numbers will be allocated on the day of the festival

- If space permits, stallholders are permitted to park their vehicle behind their display, if no space is available then vehicles must be parked in the public parking area.
- Stallholders are to provide their own equipment such as tables, chairs and weather protection (marquees, gazebos etc).
- Stallholders may be contacted by the Shire of Dardanup in order to check insurances and sale of goods. All stall holders are required to reply and abide by any Shire rules and regulations.
- For safety reasons, no stall will be permitted to sell cap guns or toys with any firing ability.
- Stallholders must confine their displays to the stall site and all items must be stable and firmly secured to avoid possible risk or injury.
- All marquees/gazebos must be well secured in case of wind gusts. Any marquees/gazebos set up on bitumen areas must be secured with sand bags.
- There are committee members walking around supervising throughout the day and are more than happy to man your stall for toilet breaks if required, please let us know on your application if you may require this service.

### **Food Vendors:**

- Food vendors will be contacted by the Shire of Dardanup's Environmental Health Officer and must supply a copy of the certificate of registration as a food business that lists the vehicle you are planning to bring or details of your food stall, and a quick outline of the food items you intend to sell, what food preparation will be carried out before you arrive, and what will occur at the Festival.
- Should the Shire of Dardanup not approve your food stall your successful application to the Eaton Foreshore Festival will be revoked.
- Temporary Food Stalls (including pre-packaged goods) must comply with Shire of Dardanup 'Guidelines for a Food Stall'. See Michelle Dennis, Environmental Health Officer at Shire of Dardanup Ph: 9724 0319, Email: [health@dardanup.wa.gov.au](mailto:health@dardanup.wa.gov.au) to obtain a copy.

### **Fees:**

<b>Stall Type</b>	<b>Size</b> (All stalls are 3 m in depth unless requested)	<b>Site Cost (inc. GST)</b>
Market/Trade/Business Stall	3 m frontage Larger bay add \$10/metre	\$65.00 Larger bay add \$10/metre
Food Stall	State Size Required on Application	\$200.00
Show Bag Vendor	10 m frontage	\$200.00
Not-for-profit / Community Group Information Only Display (no goods for sale)	3 m frontage	No charge

***Please Note:***

- The sale of coffee is **not permitted** at the Eaton Foreshore Festival due to an exclusive sponsorship deal. We ask that you please respect this request.
- No refunds will be given for cancellations of bookings made within one month prior to the Eaton Foreshore Festival or due to inclement weather, or factors beyond the control of the Eaton Foreshore Festival Committee.

**All Invoices must be paid and Certificates of Currency sent via email by the 31<sup>st</sup> March 2022. If payment or insurances are not received by the due date, we will give your stall space to the next person on the waiting list. *There will be no exceptions to this condition.***

**Power:**

- Power will not be provided at the Eaton Foreshore Festival. All vendors must supply their own power and electrical leads.
- All power supplied by vendors must comply with Australian Safety Standards including all electrical leads being tested and tagged by a licensed electrical worker within the last 12 months.
- Please ensure your portable power generating systems will not disturb other stallholders and festival attendees from noise or smell. The EFF committee reserves the rights to request you turn off your generator should it be disturbing other stallholders or visitors.

**Water:**

- Access to water is not available at the Eaton Foreshore Festival. Stallholders / food vendors / exhibitors requiring water will need to be able to supply their own. If you have any concerns please contact the EFF Committee.

**Risk & Safety:**

- Exhibitors must take full responsibility at ALL TIMES for their market stall / food stall / allocated display area and will be responsible for any damage to the site / water pipes, electricity cables etc, running through their sites.
- The Eaton Foreshore Festival Committee and the Shire of Dardanup take no responsibility for your stall.
- The Applicant is responsible for their own Product and Public Liability Insurance. A copy of a current Public Liability Insurance Policy or Certificate of Currency for the stallholders MUST be provided if your application is successful. The insurance must be valid for the duration of the Festival.
- Exhibitors are reminded that they must take all reasonable measures to ensure safety of all show attendees at all times. Safety concerns identified by the EFF Committee must be addressed immediately or the exhibitor will be requested to leave the grounds. Items such as cap guns or toys with firing ability, devices of a flammable, explosive or laser beam producing nature or any prohibited implements are NOT to be sold at the Eaton Foreshore Festival.
- There will be a first aid post located at the EFF Committee Gazebo.

**Contact Details:**

Eaton Foreshore Festival Committee

PO Box 345

BUNBURY WA 6231

[foreshore.festival@gmail.com](mailto:foreshore.festival@gmail.com)

[www.eatonforeshorefestival.com.au](http://www.eatonforeshorefestival.com.au)