



ABN: 16 247 155 099

 www.easterinthecountry.com.au

 info@easterinthecountry.com.au

 PO Box 971, Roma Qld 4455

 07 4622 8676



Roma's Annual Easter Festival

2011 COUNTRY MARKETS APPLICATION FORM

Applications Close - Friday 8 April 2011

Trading/Organisation Name: _____

Surname: _____ First Name: _____

Postal Address: _____ State _____ Postcode _____

Phone: () _____ Mobile: _____ Website: _____

Email Address: _____ 2010 Site No.(if applicable): _____

Type of Goods for Sale: _____

Public Liability Insurance Certificate *(copy of current certificate to be submitted with this application)*

Site Requirements

Please tick. Prices indicated are per day.

Unpowered Sites

3m x 3m - \$35.00 6m x 3m - \$65.00 9m x 3m - \$95.00

Over 9m –call 0409 320 059

Powered Sites *(are limited & no 3-phase power is provided)*

3m x 3m - \$40.00 6m x 3m - \$70.00 9m x 3m - \$100.00

Over 9m –call 0409 320 059

Days Required

Saturday Sunday Saturday & Sunday

TOTAL COST: \$ _____ *Payment to accompany application.*

I/We agree to accept and abide by all the TERMS & CONDITIONS of the Easter in the Country 2011 Country Markets and accept full responsibility for the goods or services sold and for the manner in which the stall is conducted.


Signed: _____ Date: _____


OFFICE USE ONLY: Allocated Site No: _____ Markets Coordinator _____

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2011 COUNTRY MARKETS – TERMS AND CONDITIONS

Welcome to Roma's annual Easter in the Country Festival's 2011 COUNTRY MARKETS. In 2011 the Country Markets will be held on Easter Saturday 23 April and Sunday 24 April 2011.

It is the responsibility of all stallholders to read this document carefully before submitting an application as making a booking implies that you have read and accepted all the current terms and conditions.

General:

1. The Saturday morning markets will commence at 7.00am until 2.00pm in Wyndham & Arthur Streets, Roma.
2. The Sunday morning markets will commence at 8.00am until 1.00pm at Bassett Park, Roma located on Northern Road.
3. All stallholders must maintain a high quality presentation of products and stall layout.

Stalls & Allocation:

4. Setting up of Saturday market stalls are **not** to commence prior to 4.30am Saturday.
5. Setting up of the Sunday market stalls **may** commence on the Saturday afternoon after 4.00pm however due to the Race meeting being held at that time, setting may not be possible. Contact Market Co-ordinator for advice.
6. Stall spaces available are 3m x 3m; 6m x 3m; 9m x 3m. If a larger space is required please contact the Market Co-ordinator on 0409 320 059 to discuss further.
7. The Market Co-ordinator must approve the use of any generator. Generators may be permitted only if they contain a silencing mechanism.
8. Any activity for, or against, or connected with the candidacy of any person(s) for office at Federal, State, or Local Government level, or for office in any organization is prohibited.
9. Location requests will be met where possible, but suitability and stall allocation decisions rest solely with Easter in the Country Inc.
10. Stallholders must be available to attend a site meeting with the Market Co-ordinator on the Friday evening prior to the Saturday morning markets at 5.00pm or if you are going to be late or unable to attend the meeting please make contact with the Market Co-ordinator on 0409 320 059.
11. Fees will not be refunded for any late cancellations.
12. Stallholders may not swap stall locations, or set up outside the designated stall area. Areas between stalls are public access ways and must be kept clear and open at all times.

13. Any umbrella, tent, awning or other structure erected by the stallholder, must be secured. Stallholders are responsible to ensure that any structure does not compromise the safety of the public.

Power & Equipment Requirements

14. Access to power is limited. If you require a powered site this must be indicated on your application. Powered sites incur an additional fee per site. Only 1 power outlet per 3 x 3 site can be allocated. There will be **no** 3-phase power available. It is the stallholders responsibility to ensure that all electrical appliances and leads are tagged by a qualified electrician and must be available for inspection at all times. Appliances that have not been tagged by a qualified electrician cannot be used. Any leads placed across public thoroughfare ie footpaths must be covered with approved rubber matting and taped down with gaffer tape.

Insurance:

15. All stallholders must have current public liability insurance and supply a copy of their Certificate of Currency with their application.

Booking & Payments:

16. Stallholders must read these Terms & Conditions and complete the Application Form. The form must be submitted to *Easter in the Country Inc* and must include full payment before a site will be allocated.
17. Payment Methods include:
 - 17.1 Post: Application form, Public Liability Certificate and cheque/money order to Easter in the Country Inc, PO Box 971, Roma Qld 4455
 - 17.2 Cash: Application Form, Public Liability Certificate and cash in person at the Roma Visitor Information Centre, 2 Riggers Road, Roma Qld 4455 during business hours (Mon-Friday 8.30am-5.00pm)
18. All applications and payments are to be made by **8 April 2011**. Incomplete or unsigned application forms will be returned to the applicant.
19. The payment will be processed once the application is approved. A confirmation will be sent to your designated contact method.
20. Once a booking is confirmed by receipt, it cannot be refunded unless in extreme circumstances.
21. Easter in the Country Inc will not be held responsible for changes in personal circumstances, or poor weather conditions.
22. The right to operate a stall at the Easter in the Country Festival Country Markets does not create any form of tenancy or imply the granting of that future right.

Food Stalls:

23. All food stalls must comply with the relevant provisions of Queensland's *Food Act 2006*. If applicable, food stallholders must hold a *Temporary Food Stall Licence*. This is the stallholder's responsibility and a copy of the Licence must be submitted with your application.
24. All food stallholders must comply with *Food Safety Standards Australia/New Zealand*.

25. Food stallholders can only sell products that are authorized and approved by the Market Co-ordinator.
26. Food stallholders cannot alter their menu without prior authorization from the Market Co-ordinator.

Parking, Vehicles and Access:

27. No vehicles will be allowed to remain at the market stall sites unless they are being used to sell goods out of.
28. Vehicles may enter the market site area to set up the stalls between the hours of 4.30am-6.30am on the Saturday morning and leave the area by 7.00am.
29. Stallholders parked in surrounding streets during the market should comply with parking and traffic regulations.
30. Stallholders must pack up their stall prior to leaving the site.
31. All stallholders must be packed and loaded ready to leave the Saturday market by 3.00pm and the Sunday market by 2.00pm.

Products:

32. Easter in the Country Inc reserves the right to prohibit the sale of any item.
33. Stallholders must notify the Market Co-ordinator prior to market day to advise of any change in the product range on the stall as we wish to ensure the best trading conditions for all stallholders.
34. If you sell goods bearing registered trademarks, which are not genuine products, you may be liable to damages and fines. The stallholder is responsible for any offences.
35. Easter in the Country Inc is not permitted by law to grant monopoly rights to stallholder.
36. All items for sale are to be either on a table or clothing rack. Goods must not be placed on the ground unless the items are large pieces of furniture.

Marquees, Tables, Chairs

37. Stallholders are responsible for bringing and using their own marquees, tables, chairs. Easter in the Country Inc does not provide marquees, tables and chairs etc.

Waste & Rubbish Removal

38. Stallholders are responsible to remove all their own rubbish, boxes and unwanted goods from the market site.
39. Rubbish bins on site are provided for customers only.

Festival Office, Staff & Volunteers

40. Easter in the Country staff and volunteers are identified by a "Easter in the Country" shirt and name tag. An Information Booth is set up on the corner of McDowall & Wyndham Streets during the Saturday morning markets.
41. The Easter in the Country Festival Office operates from the Roma Visitor Information Centre, 2 Riggers Road, Roma Qld 4455.

Weather

42. The Easter in the Country Festival Country Markets are all-weather markets.
43. It is the stallholder's responsibility to provide his or her own protection from all weather conditions.

Emergency Services

44. In the event of an emergency, please follow the instructions from the Qld Police and State Emergency Service.
45. The emergency assembly point during the markets is the Easter in the Country Information Booth at the intersection of McDowall & Wyndham Streets, adjacent to the Post Office.
46. Report all emergency incidents, no matter how small, to the Easter in the Country Markets Information Booth.

Map

47. A site map designating your site allocation will be issued with confirmation and receipt of payment.

Easter in the Country Inc reserves the right to vary these terms and conditions at any time without notice.