



**First weekend in August
August 2-3, 2008**

**9 Araluen Avenue
Mt Kembla Village NSW 2526
02 4271 3737
mt.kembla@bigpond.com
www.mtkembla.org.au**

Explanation of Notice of Agreement Terms

These conditions will vary and may be changed to suit your stall and business. Any requests for changes need to be submitted in writing and approved by the Mt Kembla Mining Heritage Festival organisers.

Vendor Name:

This is the name in which receipts etc will be made out. If this needs to be a business name for tax purposes etc, please enter this on the application form when submitting.

Contact Name:

This is the name of the person who will be the contact before and on the day, and for any unforeseen circumstances that may arise.

Contact Number:

It would be appreciated if a contact number could be provided for the person responsible for the stall and its organisation.

Where possible please provide both a mobile and land line number

Site size:

Please be specific re the size of the site you require, as this allows us to comfortably fit in each stall. Generally if you require slightly more or less room, the stall fee will not change. Large changes in allocated space may incur a stall fee increase.

Site Location:

Site locations are determined by the committee. This is based on goods being sold, suitability for the area, etc. Final site location decisions made by the Committee are not negotiable. Stallholders will be notified of their final stall position if changed.

Product description:

The items in this list are the only items that you will be registered to sell. If it is your intention to sell other items please contact us on the relevant number to discuss this and have the notice of agreement changed. Stalls found to be selling extra items on the day may incur an increase in site fee, or be asked to leave the festival site. It is necessary for us to be specific regarding items on sale as we don't wish to disadvantage other vendors who have already been allocated the sale of those goods.

Items specifically not to be sold:

These items are not to be sold by your stall as they would directly impact on other Vendors. Vendors found to be selling these items may be asked to leave the festival site

No toy or replica guns are to be sold

No Silly String or similar novelties, chewing or bubble gum is to be sold

No noise hooters or other devices that amplify sound or noise

Arrival Time:

All stallholders must arrive between 6:30 and 7:30 am **with vehicles parked in the car parking space on lower Stones Rd**, to allow for final arrangements to be made and the safety of the public.

Departure time:

Stallholders will be able to pack up and leave after 4pm.
This is to allow the public to disperse prior to cars entering the area.

These conditions are not negotiable and must be adhered to.

Site Fee:

\$50 for craft per day
\$100 for food per day.

Only payment of your site will confirm your attendance and reserve your stall position. If you do not wish to take up the offer could you please advise us immediately so we may offer the site to someone else. **Stall fees are not refundable under any conditions**

Power:

No power is provided to any site.
The use of gas appliances is preferred to generators.

Use of Vendor Supplied Generator:

If power is necessary, the stallholder may supply their own generator.
Strict conditions apply to the use of individual generators.
The generator must be silenced with a decibel rating lower than 80dB.
It is preferred that the generator is an integral part of the vendors stall.
If separate to the stall, the distance from the generator to the stall must be no further than 3 metres.
Any extension lead must be run above the ground and in a safe manner.
All extension leads must be tagged by a licensed electrician.
Prior to approval given for an individual generator being used:
The decibel rating of the generator

Water:

No water is provided to any site

Insurance:

All stalls must provide their own goods and public liability insurance cover. A copy of your current policy is to accompany your notice of agreement. This copy must clearly show the insurance company, the policy number, the expiry date and the type and amount of cover

Parking:

Due to requirements by Police and Traffic Management this year, a number of partial road closures will be in effect. Additionally there will be no parking along Cordeaux Road.

Stallholders in the lower village area are required to park in the free lower Stones Road parking area. Free shuttle buses will run from this area throughout the village.

Stallholders are not to leave their cars with the stall or park along Cordeaux Rd in the restricted areas

Food Stalls health guidelines:

Please note that Health NSW have strict guidelines for food safety for food businesses. These details can be found at the NSW Food authority web site at:
<http://www3.health.nsw.gov.au/nafsis/> or by phoning:
NSW Health on 1300 650 125 Mon-Fri, 9am – 5pm

All food vendors must be registered with the NSW food authority.

Your Dept of Health approval number must be provided on your application.