

Gumeracha Medieval Fair 2011

Food & Beverage Merchants



Terms & Conditions: *(Please read carefully)*

1. Applications for trading sites must be received no later than Friday 18th March, 2011 TOGETHER WITH FULL PAYMENT. All relevant forms must be completed with as much information as possible about the proposed trade stall. Sites will not be allocated without full payment.
2. Food Merchants are required to fill in a "Food Business Notification Form" for Adelaide Hills Council. Please notify the Food Merchant Convener that you have done this.
This form is available online at www.fbn.sa.gov.au
3. Goods and services for sale need to be appropriate to the medieval ambience of the fair.
Merchants are requested to use recyclable containers as far as possible for their goods. Information about acceptable items are available from the Food Merchant Convener. No Dangerous Articles or Prohibited Weapons (as defined in the Summary Offences Regulations 2000, under the Summary Offences Act 1953 as amended), may be displayed or sold.
4. **Site holders are required to wear clothing that is appropriate to a medieval marketplace.** We can supply basic pictures and patterns that you can make yourself. Site holders are asked to dress their stall to the best of their ability in a manner appropriate to a medieval marketplace. Food Vans are not accepted for trading from. If cooler vans are required, the food convener must be notified as extra site space must be allocated.
5. Official Opening Hours of the Fair are: 10.00am to 4pm, Saturday 30th April & Sunday 1st May 2011.
6. Traders Sites are based on a 3m x 3m space and will include 2x Trade passes and 1x Merchant car parking permit. If the trader requires the Gumeracha Medieval Fair to supply the tent for the site, hire costs will apply. Regulations for hired tents will restrict the usage of any open flame cooking appliances.
Site holders need to supply their own stands and fittings for display purposes.
7. Site holders may set up from noon on Friday 29th April and shall have completed setting-up by 9am Saturday 30th April. The site holder agrees that all display equipment will remain onsite until 4pm Sunday 1st May 2011. All sites must be vacated by 10am on Monday 2nd May 2011 and left in a clean condition prior to departure. A \$50 Bond will be required with the site fee payment and will be re-imbursed by cheque and mailed to the stall holders after the sites have been inspected. There will be security on the premises from Friday night until Monday morning- see point 18
ANY SITE HOLDER PACKING UP AND/OR LEAVING EARLY MAY JEOPARDISE FUTURE TRADE SPACE OPPORTUNITIES AT THIS AND AFFILIATED SHOWS.
8. Upon arrival at the venue, please report to the Food Merchant Convener located in the Tavern marquee.
9. Power and water set up (if applicable) is available from 4pm Friday and from 7.30am – 9.00am on Saturday. Any power cords must be certified by an electrician before they may be connected to the power on site.
There will be an electrician on site who can do this for a fee.
We recommend a power cord with a 10amp plug on one end and 15amp on the other.
10. Site holders must check with the site manager, before digging any holes or driving any objects into the ground, to ensure that there are no underground power cables or water pipes which could be damaged or cause injury to the site holder or their staff. All damages caused by site holders or their staff will be repaired at the site holder's expense.
11. The site holder shall not extend their display over the boundaries of the allocated site.
12. Site holders may bring their vehicles into the Bus and Disabled Car Park for drop off and collection of goods. Traders cannot bring their vehicles onto the grass without permission from the site manager. The traders may leave their vehicles in the Merchants Car Park (adjoining paddock to the Park)
13. No public address systems are to be used, apart from the official ones.
14. All site holders are expected to co-operate in keeping their area clean throughout the fair.
15. Site sharing is permitted (with prior consent), but sub-letting of space is not permitted. Please note that if the site is shared, the site holder passes must also be shared or additional passes may be purchased. Should this condition not be observed, the organizers may charge an additional fee or exercise any other of its rights under this agreement.

16. Unpowered camping sites are available Friday to Sunday nights for \$5.00 per person per night. Showers will be available in the Football Clubrooms located next to the Park.

17. Site holders are welcome to attend the Medieval Feast to be held on site on the Saturday evening. Check the Medieval Fair website www.medievalsa.org for prices, and availability of tickets. Tickets still available on the day will be offered to the Public.

18. Hired Security Personnel will provide security during the Fair and overnight on Friday & Saturday night. Site holders will be able to access their site outside of the Official Opening Hours to stock/restock or to set up their stalls. Public will not have access and site holders and/or staff will need to carry their trader's pass to identify themselves during this time.

19. The Medieval Fair will not be liable for loss of or damage to the site holder's property whilst on the site. Insurance on site holder's goods is the responsibility of the site holder.

20. Site holders shall hold Public Liability Insurance indemnifying members of the public against injury or accident while on their site. Site holders who do not have cover must pay an extra fee for one arranged by the Executive Committee.

21. The site holder shall, at all times, comply with the directions given by the Fair Committee or their officers whilst on the fair site.

22. If the site holder, not less than four weeks prior to the Medieval Fair requests to cancel this contract the Fair Committee may do so on the condition that it retains 20% of the amount mentioned in the Trade Application agreement. No other refunds can be made.

23. The Gumeracha Medieval Fair does not charge GST. All prices quoted are exclusive of GST.

24. Site holders not complying with any of the above conditions or co-operating reasonably with the organizers and their requests, will be suspended from future participation.

25. The Medieval Fair Committee reserves the right to reject any application. The Medieval Fair reserves the right to cancel this contract and to retain any money paid in relation thereto if there is in the opinion of the Fair Committee an infringement of any of the conditions and/or the site holder does not occupy the space at the commencement of and during the full period of the said Fair.

**Enquiries: Catering Merchant Convener Wendy Cook, PO Box 415 Birdwood SA 5234
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