

VENDOR TERMS AND CONDITIONS

GENERAL MARKET STALLS

STEP BACK into King Street Heritage Festival is seeking stalls selling traditional goods or crafts and historical displays for Saturday 19 May 2018. The event takes place at King Street, Raymond Terrace. The event will be held from 10 am to 3 pm. The street will be closed to traffic from 9 am to 4 pm.

To register for a stall, please go to <http://www.trybooking.com/311393>

Select the appropriate ticket. You must obtain a ticket in order to be allocated a spot.

You will be asked for the following details,

Name of Business/Organisation,

Contact Person:

Emergency Contact (alternative phone number contactable on the day)

Address:

Phone No,

Mobile No,

Email address.

Brief description of Stall Products/Business.

You will indicate that you accept these terms and conditions listed below when purchasing a ticket.

Payment and ticket MUST be completed by 9 May 2018.

The site fee is payable by credit card at the time of registration at www.trybooking.com/311393

Stall or Display Site (4 x 3m) \$35

Double sized stall (8 x 3m) \$60 (maximum size available)

Not-for Profit Site organisation (4x3 m) \$0 for the day If support provided to supervise other activities by prior arrangement with the organisers

Please note that powered sites are not available.

For any specific requirements, or questions about the booking process,
Call Adam Nicholas 0432 107 010

On the day of the event the contact person is

[Adam Nicholas 0432 187 010](tel:0432187010) or [Liz Stephens for market stalls 0422 144 441](tel:0422144441)

[Peter Robinson 0408 233 016](tel:0408233016) for displays and general activities

[The organisers are King St Preservation & Action Group Inc](#)

VENDOR AGREEMENT

1. Hours of operation are between 10 am - 3 pm on Saturday 19 May 2018
2. All site fees to be paid in full by closing date of 9 May 2018

3 TO HELP CREATE AN ATMOSPHERE OF 100 YEARS AGO

- a. Wrapping, packaging and carry bags to be paper or newspaper where practicable rather than plastic.
- b. Vendors are requested to wear a hat and apron. The hat can be a doily made into a mop cap, or maid's cap or bonnet. If possible, men to wear long trousers and women to wear long skirts.
- c. Vendors are encouraged to show Advertised prices and signage in sterling alongside the dollar price. You are not expected to show all products in sterling. A general stall sign would be good but this is optional.

One pound equal to two dollars. One dollar equal to ten shillings = 4 half crowns = five florins

For example \$5 or Two pounds and ten shillings is shown as

Hamburgers \$5. Or £2 10s or All dresses from \$10 or £5

- 4 To receive a refund of site fees, any cancellation must be received 7 days prior to the event.
- 5 If cancellation is received less than 7 days prior to the event, the site fee is forfeited.
- 6 If the vendor does not turn up on the day of the event then the site fee is forfeited.
- 7 Site allocations are final and no negotiation will be entered into. Every effort is made to accommodate special needs for sites eg shade
- 8 The event organiser reserves the right to cancel STEP BACK into King Street Heritage Festival at its own discretion. The event is expected to proceed even if showers are predicted.
- 9 In the event of cancellation, all site fees received will be refunded less 20% administration costs.
- 10 The vendor must not trade in any other area of the event site other than at their booked and confirmed site number. A site map will be forwarded by email one week prior to the event.
- 11 The vendor is responsible for all necessary insurances to cover loss or damage to their products, their workers compensation and a minimum of \$20,000,000 (twenty million dollars) public liability insurance. A small vendor may need to align with a partner vendor who can provide cover.
- 12 The vendor will provide a copy of their insurance "Certificate of Currency" along with their vendor booking receipt to kayenewton@bigpond.com
- 13 If a vendor brings a vehicle into the event site to unload goods, then the vendor agrees to remove the vehicle prior to 9.30 am. on the day of the event.
- 14 All vendors will complete set-up by 9.45 am on the day of the event.
- 15 Vendors must ensure that their site is safe from trip hazards.
- 16 The Vendor agrees NOT to:
 - a. Damage the street tarmac, dig holes or in any way interfere with the street, nature strip or grassed surfaces.
 - b. Sub-let the site without the prior consent of the event organiser.
 - c. Dismantle the site prior to 3.00 pm on Saturday 19 May 2018

The link to www.trybooking.com/311393 is here so you can now book a site.