



**GOODNA JACARANDA FESTIVAL 2017**  
**FRIDAY 27th Oct to SUNDAY 29th Oct**

MANAGED BY GOODNA COMMUNITY ASSOCIATION INC.

**ENQUIRIES:** [www.goodnajakarandafestival.com](http://www.goodnajakarandafestival.com)

**EMAIL:** [stalls@goodnajakarandafestival.com](mailto:stalls@goodnajakarandafestival.com)

PO BOX 116 Goodna Qld 4300

## STALLHOLDER INFORMATION SHEET

- Please note that by submitting an application for a stall site the applicant accepts the terms and conditions listed on this information sheet and on the application form.
- All stallholders **MUST** comply with the City of Ipswich Health Regulations and any other relevant regulations such as Workplace Health and Safety.
- All stallholders **MUST** have public liability Insurance and provide evidence of currency no later than the 7<sup>th</sup> October 2016.
- Stall spaces may be allocated specifically, or allocated within a section on a first come first served basis. Stall space is at the discretion of the field coordinator on the day and subject to change without notice.
- It is preferred that vehicles are parked off the field during the festival.
- The organizing committee reserves the right to accept or reject any application.
- Stallholders wishing to conduct raffles, give aways, competitions or any other form of promotion should submit details in writing for approval before commencing such activity.
- To submit your application, complete the attached application form and forward insurance evidence via post, email or fax. (Email is preferred).

## BUMP IN / BUMP OUT INFORMATION

- The Goodna Jacaranda Festival is held in the Evan Marginson Park, Woogaroo St., Goodna.
- Bump in between 10AM and 3PM Wed 25<sup>th</sup> or Thur 26<sup>th</sup> Oct or Friday 27<sup>th</sup> Oct.
- Festival Operating Times:
  - Friday 4pm – 10 pm, Saturday 8am – 10pm, Sunday 8am – 2pm
- Stall Holders are required to be on field for the duration of the festival and are not able to bump out before 3PM Sunday.

## IMPORTANT REQUIREMENTS

- When driving your vehicle on the field, you must drive no faster than 10k/hr and have your hazard lights on at all times while your vehicles engine is running.
- Vehicles may not be driven during festival opening times.

## SALE OF GOODS

- The following goods are subject to commercial agreements and are not permitted to be sold by stall holders
  - Freshly prepared foods
  - Drinks, smoothies
  - Showbags
  - Glow Products
  - Alcohol for immediate consumption

## COMMERCIAL STALLS

Commercial Stalls, those stalls booked by commercial businesses, will have their attendance promoted on the festival facebook page. Please supply a photo of your business, team or other illustrative photo and some brief information about your business so that this promotion can be booked in.

## POWER REQUIREMENTS

- Each 3 Meters of stall space is allocated 1 amp of power supplied free of charge.
- Stall holders that require more than 1 amp per 3 meters must specify the peak power draw of their setup.
- Power is charged at \$10 per additional amp required.
- ALL electrical equipment on field must have been tested and tagged after 31<sup>st</sup> July 2017.
- Equipment will be checked by a qualified electrician. Any equipment not suitably tagged will be tagged by our electrician at a cost of \$5 per item.
- A security deposit of \$50 is payable with your booking. Tagging costs will be deducted from this deposit and the balance will be refunded to you in cash on the Sunday of the festival.

## STALL PRICING

Stall Spaces Required:	3 Meter Frontage	6 Meter Frontage	Each Extra 3 Meter
Price – Non Profit Stalls	Nil	Nil	Nil
Price – Market Stalls	\$155	\$240	\$60
Price – Commercial Stalls	\$310	\$480	\$120

- Once your application is approved an invoice will be sent to you for payment.



## GOODNA JACARANDA FESTIVAL STALLHOLDER APPLICATION FORM 2016

Completed Forms can be sent to: Email: [stalls@goodnajakarandafestival.com](mailto:stalls@goodnajakarandafestival.com)

Or Faxed to 07 3814 1157

Please refer to the stallholder information sheet for full details of the requirements to operate a stall at the Goodna Jacaranda Festival.

All information gathered is used for Festival purposes only

### Organisation Details.

Entity / Business Name:			
Contact Name:			
Non Profit / Community Group?			
Previous Stallholder?	YES / NO	No. Years Attending:	

### Contact Details.

Email Address	
Address	
Phone	
Mobile	
Fax	

**Stall Details – Space is allocated in 3 meter frontage lots, with up to 6 meters of depth available for stalls / vehicles. Stalls on corners will not have space behind them. Please ensure you request enough space; EG: If your equipment is 7 Meters, you will need to purchase 9 Meters of space.**

Stall Spaces Required:	
Total number of Frontage Meters Required	_____ Meters (In lots of 3)
Power Required in Amps.	_____ Amps of peak power draw
Notes / Requirements <small>(Details on siting preferences, we will do our best to accommodate your request)</small>	

**I have read the stallholder information sheet and agree to be bound by the conditions presented.**

Signed \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## IMPORTANT INFORMATION FOR SUBMITTING YOUR APPLICATION

- ✓ Please ensure a copy of your public liability certificate of currency is included with your application.
- ✓ **Do not pay on application.** Once your application is approved you will be sent an invoice. Full payment will be required by 1<sup>st</sup> September 2017.
- ✓ Application forms can be submitted via post to PO Box 116, Goodna QLD 4300, or by faxing the form to 07 3814 1157 or Email to [stalls@goodnajakarandafestival.com](mailto:stalls@goodnajakarandafestival.com)