



GOODNA JACARANDA FESTIVAL 2018
FRIDAY 26th Oct to SUNDAY 28th Oct

MANAGED BY GOODNA COMMUNITY ASSOCIATION INC.

ENQUIRIES: www.goodnajakarandafestival.com
EMAIL: 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 1st October 2018.
- 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.
- Stall holders must book their own site and provide their own public liability.
- This application is for MARKET STALLS only; If you wish to apply for a commercial site, or a food and beverage site, please contact stalls@goodnajakarandafestival.com
- To submit your application, complete the attached application form and forward insurance evidence via post, email or fax. (Email is preferred).

STALL SITE INFORMATION

- Stall Holders must nominate three stall space allocations (see map below) in order of preference. Spaces will be allocated on a first come first served basis.
- The festival layout is subject to change. Stall holders agree to accept a different site where it is necessary to move them from their originally booked sites.
- Spaces are available in three depths. A Spaces are 3 meters deep, B spaces are 6 meters deep and C spaces are 9 meters deep. All stall holder equipment and material must remain inside the designated space.
- All spaces are three meter frontage
- Each application must specify adjacent spaces where more than one is required.
- Stall Holders can choose spaces of different depths, provided they are adjacent.
- If you wish to park your vehicle on field, ensure you request sufficient space to include it. Stall Holders are able to park their cars in the car park opposite the field on Woogaroo St.
- Vehicles **MUST** enter the field via the main vehicle entrance shown on the map below and wait at the marshalling point for instructions.

BUMP IN / BUMP OUT INFORMATION

- The Goodna Jacaranda Festival is held in the Evan Marginson Park, Woogaroo St., Goodna.
- Bump In Times:
 - Thursday 25th – 10AM to 7PM
 - Friday 26th – 7AM to 3PM
- Festival Operating Times:
 - Friday 4pm – 10 pm, Saturday 8am – 10pm, Sunday 8am – 2pm
- Marquees must be secured if bumping in early – lower the marquee and ensure it is weighted security. Damage caused by marquees not secured properly is the stall holders liability.
- Stall Holders are required to be on field for the duration of the festival and are not able to bump out before 2PM Sunday.

VEHICLES AND SAFETY

- 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 must not be driven during festival opening times.
- Entry to and Exit from the field is to be via the main central entrance shown on the site map ONLY.

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

POWER REQUIREMENTS

- Power is included for all stall holders for LIGHTING ONLY.
- Stall Holders requiring to run any form of equipment must submit details with their application.
- Stall holders are not permitted to connect equipment to the field power supply. Stall holders must not access distribution boards or tamper with any electrical equipment they do not own
- ALL electrical equipment on field must have been tested and tagged after 31st July 2017.
- Each Stallholder will be provided one 10amp socket free of charge.
- All spaces are 3 meter frontage

STALL CATEGORIES & CLASSES

Category A – 3 Meters deep space allocated for Marquee only. No parking behind the stall.

Category B – 6 Meters deep space – Stall holder may use the depth for their stall OR for parking their vehicle behind their 3 meter deep stall, but not both.

Category C – 9 Meters deep space – Stall holder may setup their stall to a maximum of 6 meters depth and is able to use the further 3 meters for car parking.

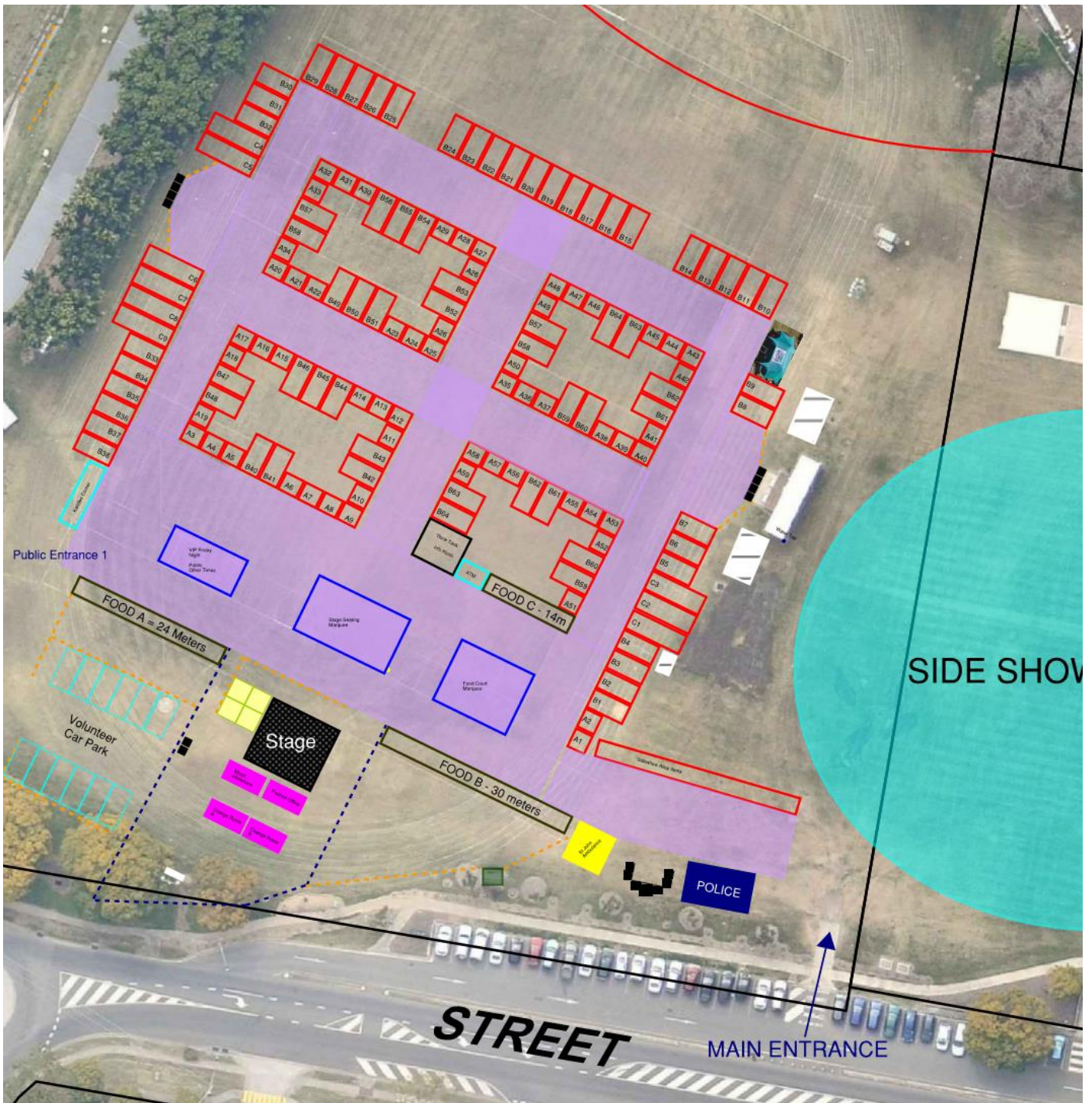
STALL PRICING

Class A Spaces ea	\$80
Class B Spaces ea	\$120
Class C Spaces ea	\$160

FOR MORE INFORMATION

- Phone Liam our stalls coordinator on 0468 STALLS - 0468 782 557
- Email Liam via stalls@goodnajakarandafestival.com

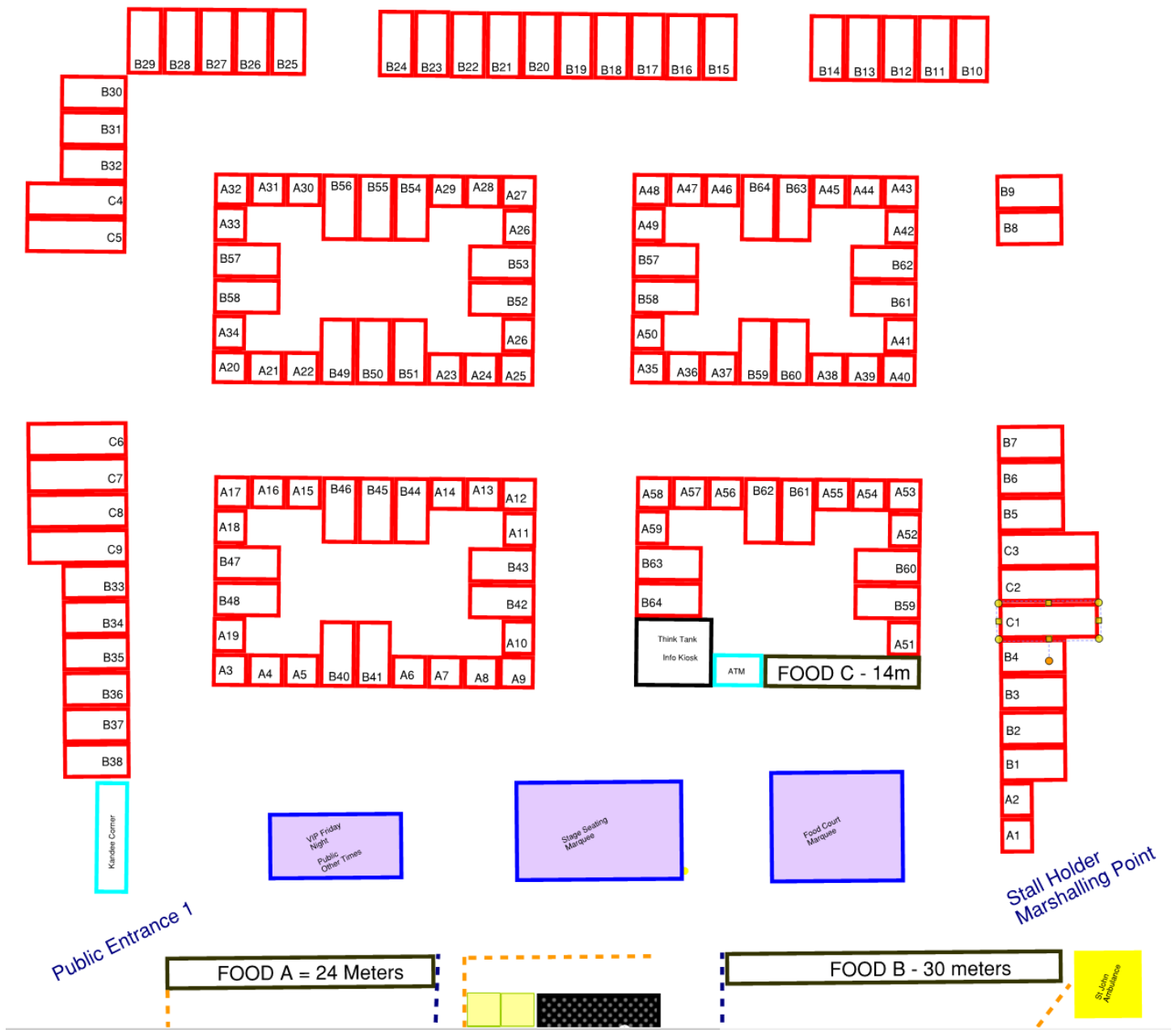
FESTIVAL MAP OVERVIEW



This map is to show the overall layout of the festival for this year. At the bottom of the map is Woogaroo Street, and the entrance for stall holders is shown as MAIN ENTRANCE. Market Stalls are shown in red. Public areas are shown shaded in purple. Toilets are shown as small black squares. Main marquees for public areas are shown as large blue squares and the stage is the large black square marked STAGE.

This map is oriented geographically, with north to the top.

MARKET STALL SPACES MAP



This map is to show all spaces and their space numbers so you can choose which spaces to apply for that best suit your needs. Use the site codes on the space or spaces you would like to secure in your application form.

Remember that you can choose any combine of spaces that suit your needs, they do not all need to be the same size, but they DO need to be adjacent spaces.

If you are planning on parking your vehicle behind your stall, remember to check how long your vehicle is and ensure it will fit within the space you have requested.

All spaces are 3 meter frontage

MARKET STALL SITE BOOKING FORM

GOODNA JACARANDA FESTIVAL 2018

Completed Forms can be sent to: Email: stalls@goodnajacarandafestival.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

Stall Holder Details.

Entity / Business Name:			
Contact Name:			
Previous Stallholder?	YES / NO	No. Years Attending:	

Contact Details.

Email Address	
Address	
Phone	
Mobile	

Power Information – If you wish to use electric equipment other than lights, please give details;

Equipment Type	
Maximum Power Draw	

Site Request – Please list next to 1st, 2nd and 3rd Preference the space or spaces you would like to book.

Spaces – Preference 1	
Spaces – Preference 2	
Spaces – Preference 3	

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 1st September 2018
- ✓ 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@goodnajacarandafestival.com