

STALLHOLDER APPLICATION

- 1. Festival Details**
- 2. Contact Details**
- 3. Council Requirements**
- 4. Standards – presentation and construction**
- 5. Electrical Requirements**
- 6. Stallholder Application**

Applicant Details

Description of Menu/Produce/Product

Stall Presentation

New Product Promotion

Site Options

Site Requirements

Electrical Requirements

- 7. Agreement**



Venue: Ranelagh Showgrounds

Dates: Sunday 7th March 10.00am – 5.30pm
Monday 8th March 10.00am – 4.00pm

Stallholder Briefing Session

There will be a compulsory stallholder meeting approximately four weeks prior to festival – date to be advised. It is very important, and a condition of acceptance into the festival that all stallholders attend. If you or your representative does not attend, your site will be cancelled from the festival and you will not be attending.

2. CONTACT DETAILS

Food Coordinator
Paul Cullen
Po Box 443
Huonville
TAS 7109

ph: 0450319468
email: info@tasteofthehuon.com

3. COUNCIL REQUIREMENTS

INSURANCE

It is now a requirement of the Huon Valley Council that all stallholders have public and product liability insurance cover to the value of \$10 million.

HEALTH REGULATIONS AND HYGIENE REQUIREMENTS

All food and beverage stall owners must comply with the Huon Valley Council's regulations in relation to the safe handling of food. All food must be prepared, packed, displayed and sold as far as is practicable in accordance with the requirements of the Food Act 2003.

For further information please contact:

Tanya Brine
Business Support Officer
Environmental Health
Huon Valley Council
Ph: 6264 0300

email: tbrine@huonvalley.tas.gov.au



4. STANDARDS – stall presentation & construction

A Taste of the Huon is a showcase of the quality food, wine, produce, arts, crafts and plants sourced from the Huon Valley, D'entrecasteaux Channel and Bruny Island regions of Tasmania. At present the region produces goods that are of world class standards and the Festival has become a showcase for not only Tasmanian quality, but Australian quality. As such, strict standards and levels of professionalism must be adhered to in order to maintain the level of quality A Taste of the Huon Inc. require that will reflect such stature.

In 2010 A Taste of the Huon Inc. will be placing particular emphasis on stall presentation, construction and anchoring and this will be policed strictly over the course of the festival. It is therefore a requirement of A Taste of the Huon Inc. that:

1. Marquees used for the event must be clean, presentable and professional in appearance – old camping tents or makeshift shanties are not considered suitable
2. Every effort to decorate and theme your stall is made; this is an ideal way to attract customers to your stall as well as enhancing the overall appearance and feel of the festival. Staff should be clean and presentable with uniforms identifying the stall and are to provide the highest level of customer service to our patrons
3. All stall frames and signage must be of strong material and sound construction and pegged down, weighted and/or attached securely to combat inclement weather

In addition to this all Food and Beverage stalls must ensure that;

4. The material used in the make up of the shell of the stall is fire retardant if an ignitable fuel source is being used
5. Cement sheeting to a minimum height of 300mm is placed at the back of all ignitable cooking sources including; BBQ's; deep fryers and gas cookers
6. Stall decorations that are not of non-combustible material must be placed at least 1.5 m away from any ignitable fuel source
7. To comply with Huon Valley Council legislation in relation to the safe handling of food you will need to provide flooring for your stall. A tarp or vinyl floor covering is sufficient

The Food Coordinator, Site Manager and Committee members will be making rounds during setup and over the course of the festival to ensure that these rules are adhered to.

A Taste of the Huon Inc. reserves the right to close a site if presentation and construction is not of an acceptable standard and/or not in accordance with the stallholder's original submission.



5. ELECTRICAL REQUIREMENTS

Please use gas wherever possible

All equipment intended for use at the event must be checked by a licensed electrician and tagged and tested prior to installation onsite. If your equipment has previously been tagged and you need to test it, plug all power sockets into an earth leakage circuit breaker. If the circuit breaker trips out you have a problem with your equipment. Any equipment found to be faulty will not be connected to the distribution system.

Stallholders must provide their own power boards and **20m** extension leads to connect to the main distribution system.

Power supply is limited. In order not to overload your allocated supply, you must not bring more equipment than you outline in your application form (distribution will be calculated and accounted for on that basis). **Be aware that over usage of sockets has a detrimental effect on other stall holders and we will be policing this heavily.** A Taste of the Huon Inc. reserves the right to close a site if they are not acting in accordance with previously stated power requirements.

The following table will give you an indication of typical power usage per appliance;

1 kilowatt = 4.2 amps

Amps = Watts divided by 240

Type of Equipment	Amps	Needs Dedicated Socket
Fans	1-2	No
Small Urn	4-5	No
Average fridge	5	No
Small Bain-marie	7	No
Large Bain-marie	10	No
Large metal urn	10	No
Microwave	10	No
Large fridge	10-12	No
Chest freezer	11 - 12	No
Deep fryer	15	Yes
Espresso Machine	15	Yes

****Please note that this is an average estimation of power usage; please refer to the label on the back of the equipment for a more accurate figure****

Standard site allocation: 2 x 15 AMP (7.14 kilowatts) single phase outlets.

Extra sockets booked prior to the festival are charged at \$40 per socket.

Extra sockets required on the day that have not been booked prior to the festival will be charged at \$100 per socket.



6. STALLHOLDER APPLICATION

APPLICATIONS CLOSE FRIDAY 11 DECEMBER 2009

APPLICATIONS MUST BE COMPLETED IN FULL

Applications must be returned to:
Food Coordinator
A Taste of the Huon Inc.
Po Box 443
Huonville
TAS 7109

APPLICANT DETAILS

Name of business/organization

.....

Trading name - this is the name that will appear on the program

.....

Contact name/s

.....

.....

Address

.....

.....Postcode.....

Phone

Work

Mobile.....

Email

- Please tick this box if you **do not** wish to receive A Taste of the Huon e-bulletins
- Please tick this box if you **do not** wish A Taste of the Huon Inc. to use your stall details for promotional purposes



Stall Presentation

Please provide details of the way in which you intend to decorate/theme your stall. Please attach photos if available.

.....

.....

.....

.....

New product promotion

A Taste of the Huon is an ideal platform to launch new products and ideas and has historically been the stepping stone for many businesses in an idea evolving from its conceptual form to a viable business venture. It's also a great tool for gaining some valuable exposure for your business so if you do have a new product, dish or concept please provide information

.....

.....

.....

.....

.....

SITE OPTIONS

Please indicate with a tick

1. Food Wine and beverage stallholders providing a meal, snack-sized tastings and/or beverages for consumption at the festival

4m x 4m \$300 non-powered site

4m x 4m \$360 powered site

2. Arts, crafts, plants and produce stalls

4m x 4m \$120 non-powered site

4m x 4m \$150 powered site

All extra meterage (front of site) will be charged at \$30 per metre.

DESCRIPTION OF MENU / PRODUCE / PRODUCT

In order to be considered eligible for the festival stallholders must be able to demonstrate that their produce and/or beverage and/or products are sourced wholly or partly from the Huon Valley, D'entrecasteaux Channel and Bruny Island regions of Tasmania. You will be asked to provide evidence of this on your application form as well as during the event.

Please provide as much detail as possible as this information will be used by the committee in the stallholder evaluation process as well as being used for marketing and promotional purposes in the lead up to the event. Failure to do so will result in you being asked to resubmit your application.



ARTS/CRAFTS/PLANTS

Product	Description	Regional Components	Retail Price

SITE REQUIREMENTS

- Standard site 4 x 4 m
- Non standard

Extra frontage (width of stall) is charged at \$30 per metre.

Please provide the dimension including guy ropes and tow bars

.....m wide Xm deep

Special Requirements

If there are any special requirements you need to cater for your marquee/trailer/product/produce etc. please provide details and if reasonable A Taste of the Huon Inc. will endeavor to meet these needs.

.....

.....

.....



7. AGREEMENT

If this application is accepted by A Taste of the Huon Inc (hereinafter referred to as A.T.O.H. Inc), I/we agree to abide by the rules and regulations of A.T.O.H. Inc including the following –

- 1.** I/we will provide public and product liability insurance cover for our stall to a minimum of \$10,000,000.00, and workers compensation insurance for our employees. I/we understand that A.T.O.H. Inc is not bound to indemnify us in relation to any losses arising from an action against us.
- 2.** I/we will provide such other insurance for our own benefit, including insurance in respect to loss, spoilage or theft of product and equipment, and loss of profits as we may require. I/we understand that A.T.O.H. Inc shall not be liable to us for any such losses.
- 3.** I/we will provide my/our own tent, caravan or stall. I/we are aware that there may be requirements to comply with current building regulations, and I/we agree to comply with any such regulations. All structures are to be of sound construction and presentation, including attached signage and A.T.O.H. Inc reserves the right to inspect and where not satisfied request alteration, modification or removal.
- 4.** I/we will comply with all relevant Environmental Health, Fire and Workplace Safety Standards including electrical safety. I/we understand that site inspections will be undertaken, and I/we understand it is our responsibility to ensure that the appropriate regulations are followed.
- 5.** The majority of my/our produce/product is locally sourced from or produced in the Huon Valley, D'entrecasteaux Channel or Bruny Island regions and is in conformity with the ingredients listed in our application. I/we agree to substantiate this on request by providing appropriate invoices or documentation. I/we agree that no soft drink other than the official sponsors (including international brands) or beer is to be sold.
- 6.** That I/we shall sell or display only the products listed in this application and that the products sold by us shall contain only the ingredients listed in the application. If these products are to be varied it will be only with the prior approval of the Committee.
- 7.** I/we shall not invite, allow or permit other persons or groups, other than those included on this application form to share or use my/our site.
- 8.** I/we acknowledge that A.T.O.H. Inc shall not be liable to us in respect to any damage, harm, loss or consequential loss arising from any damage, deterioration, spoilage or loss by way of theft or otherwise of any product or ingredient belonging to us, and that we are and shall remain solely responsible for the safe keeping and storage of such products. In particular we acknowledge that A.T.O.H. Inc advise against the storage of perishables and/or natural products within stalls overnight and that any such storage shall be at our own risk entirely.
- 9.** While A.T.O.H. Inc provide power to sites and every endeavour is made to provide continuity of supply, I/we acknowledge that A.T.O.H. Inc is not responsible for items outside of their direct control i.e. general Aurora power failure and stallholder equipment tripping out the common earth leakage.



10. That A.T.O.H Inc. may, for reasons including public safety and inclement weather, move the event to another location, cancel the event, or part of, and I/we agree that no subsequent claim of compensation or of any nature can be made against A.T.O.H Inc as a result of this.

11. I/we agree to be bound by the following rules of A.T.O.H. Inc including –

a. No advertising material (such as banners) or obstruction of any form are

allowed outside the designated stall area including between the sites.

b. Excessive noise such that it inconveniences other stallholders of the festival will not be allowed.

c. While businesses are encouraged to pursue novel and interactive methods of attracting interest in their stall, practices disadvantaging others or endangering patrons will be discouraged.

Signed:

.....

(Applicant one)

.....

(Applicant two)

.....

(Dated)