



East Hills Charity Car Show 2018, Sunday 15 July 2018, Kelso Oval Panania
Application Form - unpowered site

Set up to be completed by 9.30am. Pack up not to start before 3.30pm & exit after 4pm

Organisation / Business Name	
Contact Person	
Email Address	
Phone	
Summary of Goods for Sale/Display or Activity	
Any special Requirements for your site or load in?	
Does your stand require pegging?	Yes / No
Is your vehicle or trailer part of your stall ? (e.g. food trucks)	Yes / No
Approx set up time required	
Please confirm you have Public Liability Insurance	Yes (circle)
I have attached Insurance Certificate	Yes / No
No. of stalls required:	(Standard space is 3 x 3m with 2m between stalls. Retail \$75 , food and/or drink \$150)
I am bringing power to the fete	Yes / No Generator / Gas / Other – give details

Payments for sites are to be made into the East Hills Car Show account by Thursday 05th June 2018. Please note your Organisation/Business name on deposit description.

ANZ BSB: 012 257

Account: 228108886

Office Use Only	
Charge	\$
Paid in Full	Yes / No
Stand Number Allocated	
Position Allocated	On/Off field.

Terms and Conditions

APPLICATIONS Applications may be accepted with a completed application form, signed terms and conditions and insurance paperwork. East Hills Car Show reserve the right to reject any application. All Stall/Activity holders (“Stallholder /s”) must agree to and abide by all Terms and Conditions at all times.



EQUIPMENT Stallholders are required to supply their own equipment such as marquee, sand bags, trestle tables and chairs.

PAYMENT If the Stallholder application is successful, full payment is due before 05 June 2018. Non-payment by this date may result in booking cancellation.

BUMP IN / OUT / ALLOCATED AREAS Stall areas are available to be setup between 6.30am onwards and must be ready for business at 9.30am. Stall areas cannot be dismantled until after 3.30pm. No vehicle movements are permitted inside the event site after 10am and before 4pm. Special exceptions will only be allowed on permission of East Hills Car Show, for example fire and rescue vehicles. Requests for particular positions cannot be guaranteed. All care will be taken to avoid similar type stalls being placed together. Stallholders must:

- Provide and erect their stall marquee. Suitable weights are required to ensure it is safe and secure at all times. Strictly no pegging allowed on playing field area.
- Check in with the event staff prior to setting up. Marshalls will assist Stallholders on the day and Stall Holders must follow their instructions. Vehicles must be removed from the grounds after load in, exceptions will only be given if your vehicle or trailer is part of your stall such as a food vendor,
- confine their displays and signs to their site and keep walkways clear at all times

WASTE MANAGEMENT Upon completion of bump-out, your site must be left clear and tidy with all rubbish removed and taken with you.

PARKING Stallholders can park vehicles in surrounding streets.

ITEMS NOT TO BE SOLD Stallholders are not permitted to sell the following items: Sausage Sizzle, popcorn, lolly bags, raffle tickets, aerosol cans, toy weapons, cupcakes. Any item that is deemed illegal or offensive. Any breach will result in a closure of your stall.

FOOD VENDORS All food and drink must be handled and prepared in accordance with health and safety legislation Council regulations, and all applicable licenses and certificates must be available and displayed in accordance with Council regulations.

PUBLIC LIABILITY INSURANCE All stall holders must have their own Public Liability Insurance.

POWER All sites are non-powered. If you require power please contact East Hills Car Show well before the event date.

SAFETY OF SITE You are not permitted to leave any boxes, goods, ropes, or protruding tent pegs which may cause trip hazards or potential injury to any person. Exposed cords must be either covered with mats or taped with waterproof tape. You are responsible for keeping your site safe and tidy, and will take full responsibility for any injury or damage to any person or personal object if that injury is a result of negligence or an unsafe activity or action on your part.

CANCELLATIONS In the event of adverse weather on fete day organisers and management reserve the right to cancel or postpone the event. This will be advertised on easthillscarshow.com.au from 06.00 on the day at latest. Every effort will be made to reschedule. No Refund will be given due to cancellation of the event caused by circumstances beyond the control of East Hills Car Show including severe weather. Refund will not be issued for a Stallholder cancellation.

Management reserves the right to determine if a refund will be granted in certain circumstances.

OTHER This is a family event and is an alcohol and smoke free event. Dogs or other pets are not permitted.

I agree to the above terms and conditions (please tick box)

Organisation/Business	
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Name	
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Signature and Date	
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