



## 2023 Trade Site General Guidelines Equestrian Centre Trading

### Payment Options

Send a cheque for the invoiced amount to:

Curry Merry Muster Festival

P O Box 650

Cloncurry Qld 4824

Direct Deposit to below account details:

Westpac Bank - Curry Merry Muster Festival Inc

BSB: 034173

Account Number: 161326

**PLEASE ENSURE THAT YOU USE YOUR INVOICE NUMBER AS A REFERENCE WHEN SENDING PAYMENT**

### Application Closing Date

All applications must be submitted by 5:00pm, 1st June 2023. Once reviewed by committee you will receive confirmation or decline email as soon as possible.

If successful you will receive an invoice via email with a 7 day payment term. If you cannot pay within 7 days, additional fees may apply.

### Cancellation:

Cancellations will be accepted by 1st July 2023 and full refunds may be granted. Cancellations after this date may result in loss of trade site fee. Committee reserves the right to change this rule based on individual basis through written consultation.

### Trading times:

Thursday — 3rd August 6pm to late

Friday – 4th August 8am to 4pm

Saturday – 5th August 7am to 12am (Midnight)

Sunday – 6th August 8am to 12pm (Midday)

### Insurance:

Public Liability Insurance is **compulsory** for all stallholders. A copy of your Public Liability Policy must be forwarded with your trade site application.

### COVID Safe Certificate:

All stall holders must have a current COVID Safe Certificate and a copy must be forwarded with your application.

### Workers Compensation:

If you are employing people to work on your stall you must have work cover for your staff. Curry Merry Muster Festival Inc is not responsible for the safety of your staff whilst working within your stall area.

### Stall Site Boundary Rules:

- Stallholders must not extend their displayed goods beyond the boundaries of their nominated site.
- Walkways and public areas must be kept clear at all times.
- When determining your stall size, please include space for Awnings, vehicles and ropes.
- A stall holder's grid must be submitted with your application.



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## Vehicle / Camping Requirements:

All vehicles must be in the trade site area by 4pm Wednesday 2nd August 2023 (ready for trading 6pm Thursday 3rd)

(If entry after this time is required please contact the committee ASAP to make other arrangements)

Parking of vehicles at stall site is permitted, provided all vehicles are listed on the application form.

Vehicle movement should be restricted to outside trading hours for public safety.

Camping at stall site is permitted. Note no camping in any food stall food preparation area is permitted.

**\*\*Maximum of two vehicles permitted to camp in the area behind trade site. Committee reserves the right to relocate additional vehicles to alternative camping area for public safety and presentation purposes\*\***

## Offensive or Ineligible goods:

The organizers of the Curry Merry Muster retain the right to enter the site of any exhibitor to request removal of offensive or inappropriate goods.

## Subletting:

Approved Trade Site holders are not permitted to sub let their trade site to any other person or business without consultation with the Curry Merry Muster Festival Committee. Request for permission to sublet or share a trade site should be made in writing to the committee prior to the 1st July 2023.

## Fees:

Any size with No Power \$60.00

3mtr x 3mtr site with power \$125.00

6mtr x 3mtr site with power \$175.00

6mtr x 6mtr site with power \$225.00

6mtr x 9mtr site with power \$275.00

Food vans site with power \$375.00

Extra costs may be incurred due to power and water usage if trade site failed to provide correct information on application form.

## Special requirements: Food Stalls

All food Stall applications must be able to meet Council Health Department Guidelines.

It is the responsibility of the Trade Site holder to be aware of these guidelines. Please refer to the Food Guidelines.

## Animals, Camping & Employees

Animals must have been identified on the application form and approved prior to event.

Please ensure all animals are restrained at all times, clean and away from trading area of stall site.

Camping is permitted at trade site area to allow trade site holder to maintain the security of their goods, which remains the responsibility of the trade site holder at all times.

Employees must have identification on them, maintain a clean appearance and professionalism at all times.