

TERMS & CONDITIONS

The Terms and Conditions detailed below form part of the agreement that all participating persons must sign and abide by as part of their acceptance to providing their services to the Ipswich Festival.



ALL STALLHOLDERS

1. All stalls are processed on a 'first in, first served' basis. Ipswich Events Corporation is unable to reserve spaces and there are no preferences given. You may apply for more than one site, however sites are limited.
2. Stalls must comply with current Occupational Health and Safety requirements.
3. All stallholders must hold a current Public Liability Insurance policy with a minimum cover of \$10,000,000 (ten million). A copy of your Public Liability Insurance must be attached to your application form. It is the responsibility of all stallholders to arrange Public Liability Insurance to cover any claim arising out of the activities of your stall.
4. The stallholder is to confine their operations to within the boundary of the allocated stall area. No operations are permitted outside the allocated space. When deciding what site size you require, include your entire stall eg. all ropes, trailers, cold rooms etc. If you arrive at the festival and your stall is bigger than you have indicated, you will not fit.
5. Power will be supplied by Ipswich Events Corporation for a fee. Stallholders are not permitted to bring their own generator.
6. Stallholders will be required to supply their own electrical power leads and to ensure all electrical equipment is tagged and tested by a licensed electrical contractor, with an expiry date clearly labelled. Leads that have surpassed the expiry date are not to be used.
7. Ipswich Events Corporation will notify all successful applicants by the 2nd April 2012. All successful applicants will be given a stallholder kit prior to the event. The kit will contain vehicle passes, a site map and details of opening hours and set up times.
8. Ipswich Events Corporation's decision on stall selection and site placement is final and no correspondence or discussion shall be entered into.
9. The stallholder will be solely responsible for and bear all risk associated with the collection of money and the transfer of money to and from the site.
10. Stalls must be operational for the duration of the advertised time of the event. Stalls must not be dismantled prior to the advertised finishing time of the event without prior approval from Ipswich Events Corporation.
11. Appearance and stall presentation is important to us. We encourage you to decorate your stall in a manner that reflects your goods and attracts patrons. Stallholders must also keep their site and surrounding areas clean and tidy.
12. The stallholder understands and agrees that Ipswich Events Corporation has the right to remove, without refund or recourse, any stallholder who misrepresents themselves or their product.
13. Stallholders may use signage to identify their products. Any advertising material deemed offensive or conflicts with sponsorship arrangements entered into by Ipswich Events Corporation will be removed.
14. Stallholders are liable for restorative claims made by Ipswich Events Corporation for damage that may be caused to the site.
15. Site fees must be paid in advance upon acceptance of your application. Ipswich Events Corporation reserves the right to refuse the booking and access to the site should full payment not be made prior to the event.
16. The stallholder releases Ipswich Events Corporation from all liability (to the extent permitted by law) for any loss, injury (whether fatal or otherwise) damage, theft, fire, flood, water, storms, wind, riots or acts of terror suffered in relation to attendance and participation in Ipswich Festival events, howsoever caused, including but not limited to any negligence, breach of duty, or other acts or omissions of Ipswich Events Corporation.

ACCESS AND TRADING

17. Stallholders may not bring their vehicles on site during the event other than for designated set up and pack down (bump in and bump out) times. Only vehicles displaying Ipswich Festival Car Passes will be allowed access to the event site.
18. Stallholders must abide by any directions given by Ipswich Events Corporation in relation to trading and access to the site.

REFUSE AND GARBAGE

19. Ipswich Events Corporation will supply bins for general waste at festival events. Stallholders must ensure that all waste is removed at the completion of the event and disposed of in an appropriate manner.

FOOD VENDORS

20. All food stallholders are required to comply with and adhere to all conditions of the Queensland 'Food Act 2006'.
21. All food stalls must display a current food permit and comply with all current Ipswich City Council regulations and permit conditions. Ipswich City Council officers will carry out checks as required and make decisions at their sole discretion.
22. All beverages sold at Ipswich Festival events must be in containers other than glass.
23. The stallholder must ensure that all food and beverages are prepared and stored in a clean and hygienic manner and that all tools and utensils used to prepare and serve food and beverages are clean and hygienic. Any cooking equipment and other equipment required for the preparation, storage and sale of food and beverages must be provided by the stallholder.
24. The stallholder must ensure that appropriate fire safety equipment including fire extinguishers and fire blankets are available for the duration of the event.
25. When possible please use only recyclable packing and biodegradable containers and try to lessen the use of plastic. No glass (bottles or otherwise) is to be sold.
26. Stallholders must send through a menu listing the items they wish to sell at their site. Some stalls are not accepted if there is a duplication of services. Selection decisions by Ipswich Events Corporation are final.

PHOTO CONSENT

27. All stallholders, workshops, performers and artists hereby permit Ipswich Events Corporation to take photographs of the Festival and reproduce these images in any form, in whole or in part, and distribute the works by any medium including the Internet, CD-ROM or other multimedia for future promotional purposes. I understand that I will not be entitled to any fee for such use and can withdraw or modify my consent at any time in writing to Ipswich Events Corporation, PO Box 118, Ipswich QLD 4305 or email: admin@ipsevents.org.au Phone: (07) 3812 2974.

CANCELLATION

28. Ipswich Events Corporation reserves the right to cancel an event without notice if the safety of patrons at the event is, as determined by the Events Manager, considered to be at risk. No stall/site fees collected by Ipswich Events Corporation will be refunded should any event be cancelled. All Ipswich Festival events will continue in all weather conditions unless it is deemed unsafe to do so by the Events Manager.

PRIVACY NOTICE

29. In making this application, you are providing personal information such as name and contact details. This information will be used for the purpose of assessing your application and ensuring we are able to remain in contact with you regarding the status of your application. Your personal information will be accessed by persons who have been authorised to do so. Your personal information is handled in accordance with the *Information Privacy Act 2009*.