

# 2024 Stallholder Application



**Carnival | 23 March 2024 | Bryant Park**

## About the Carnival

The Cowra Festival of International Understanding is a unique celebration of peace, friendship, and diversity, with various activities taking place from 22 March – 24 March. One of the main events is the carnival which will take place on **SATURDAY 23 MARCH from 4.30 pm – 9.30 pm**

The Carnival incorporates stage activities, stalls, food vendors, cultural activities, licenced area, games, and carnival rides. For 2024 the Carnival hours will be extended with Italian cultural performers, Jay & Gisele (Italian duo), followed by a massive Fireworks display.

There's something for everyone with plans underway for special community performances and the annual Duck Race.

Site fees start at \$40.00 for an unpowered site and \$60.00 for a powered site, (payable when lodging the registration form attached).

Stallholders are asked to be self-sufficient with tables, chairs, shade and signage. We can supply a 3 x 3 shade structure for community groups.

Limited power will be available and must be pre-booked, noting a maximum of two outlets per stall. You will need to supply Public Liability Insurance and comply with all mandated Covid Safety Requirements.

If you are a food trader, you must comply with all Council and Government Regulations.

Please complete the attached registration form and return it along with your fees.

Note that whilst we will try to accommodate everyone, applying does not guarantee acceptance.

Also note that we do not guarantee mutual exclusivity, nor can we take responsibility for any loss of income due to cancellation caused by wet weather or other circumstances beyond our control.

You will be notified of your acceptance by 9 February, and provided with site plans and bump in instructions prior to the day.

Warm regards,

Lisa Flanagan

Festival Coordinator

# 2024 Stallholder Application



<b>Name of Individual / Organisation / Group</b>		
<b>Contact Person</b>		
<b>Address</b>		
<b>Contact details</b>	Mobile	Email
<b>Description of Stall</b>		
Please provide details of your stall' type of food or product. <i>E.g. BBQ, gourmet produce, display, jewellery etc.</i>		
<b>Site Dimensions</b>		Please tick site required:
A standard stall site is 3m x 3m		<input type="checkbox"/> \$40 Single Unpowered
Double sites are 6m x 3m.		<input type="checkbox"/> \$60 Single Powered
		<input type="checkbox"/> \$80 Double 6 x 3m Unpowered
		<input type="checkbox"/> \$120 Double 6 x 3m Powered
<b>Structure</b>		<input type="checkbox"/> Marquee or push up tent
Please describe details of your stall or structure. Note that all structures must be weighted, not pegged.		<input type="checkbox"/> Van / Caravan - Dimensions _____
We can supply a 3 x 3 push up structure if required		<input type="checkbox"/> Other _____
		<input type="checkbox"/> I need a 3 x 3 structure supplied
<b>Powered Sites</b>		
There is limited power available to stallholders - maximum two outlets and no power boards		Please list each item of equipment (eg. Urn, slow cooker) and specify rated amps or rated watts (eg 10 amp, 15amp, 2400 watts) for each item you intend plugging in at the site:

Please note: This form is an expression of interest only and acceptance as a stallholder will be at the discretion of the Festival Organisers.

Please read the conditions overleaf, sign and return this along with your stallholder fee and insurance.

**Please complete this form and return by 2 February 2024**

## SUMMARY OF CONDITIONS FOR EXHIBITORS / STALLHOLDERS

- All sites must be paid for in advance
- All organisations must supply \$20,000,00 Public Liability Insurance
- All stallholders must abide by any Covid and/or Public Health requirements applicable
- Food vendors must be registered with Cowra Shire Council and comply with all NSW Government Health Regulations.
- You must pre-register for power. No electrical equipment will be supplied. All electrical items you bring along must have a current test and tag.
- Any gas bottles must be safe and compliant with current regulations.
- You must supply all your own equipment.
- You will be given bump in instructions prior to the festival. Please follow the instructions. No vehicle movement will be permitted on site during the operating hours of the festival.
- We are seeking a variety of traders and exhibitors however we cannot guarantee mutual exclusivity.
- Festival Organisers and Cowra Council are not responsible for loss of trade due to cancellation due to wet weather or any other circumstances beyond our control.

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## PLEASE COMPLETE THIS SECTION AND RETURN WITH YOUR APPLICATION

I have read and acknowledge the conditions above.

I have attached  Public Liability Insurance Certificate of Currency for a minimum of \$20 million.

Payment for site fees as applicable.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

## PAYMENT METHOD

Cheque Please make cheques payable to Cowra Shire Council

Send application form, payment & a copy of public liability to: Festival Coordinator, Cowra Council, Private Bag 342, Cowra NSW 2794

In Person Cowra Shire Council, 116 Kendal Street, Cowra NSW 2794

By Invoice Supplied on request

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For Office Use Only

DATE RECEIVED	STALL SIZE	POWER	TOTAL \$

Enquiries can be emailed to [festival@cowra.nsw.gov.au](mailto:festival@cowra.nsw.gov.au)