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SUPPORTING OUR LOCAL KIDS WITH CANCER / SEVERE DISABILITIES
 visit us at: www.convoyforkidsgoulburn.com.au email: c4kcarnival@gmail.com

Stall Site Expression Of Interest (EOI) Form Convoy For Kids Goulburn Carnival 11 November 2017

**Convoy For Kids Goulburn reserves the right to refuse the allocation of a site to any applicant
 without assignment of reason.**

Standard stall	3.5m x 3.5m	\$30
Double Stall	7m x 3.5m	\$55
Large Stall	10.5m x 3.5m	\$70

All prices Include GST

**This event requires all stallholders to have \$10 million Public Liability Insurance. A copy of a
 certificate of currency for your insurance needs to be submitted along with this EOI Form**

Stallholder's Name (*Mr/Mrs/Ms*)

Business Name (if applicable)

Postal Address Phone

Suburb Postcode Mobile

Email

Description of goods to be sold

Only goods listed above are approved for sale, any alterations/changes need to be advised to organisers and approved prior to the event

Email this completed form and insurance certificate to: **c4kcarnival@gmail.com**. You will receive an email response advising that you have been accepted for a stall site (pending payment), or declined for some reason, for example too many of the same type of stall. If you are accepted for a stall, you will receive details of the bank account to pay the stall site fee into. Once payment is made, stall allocation is confirmed.

DECLARATION

I/We have read and undertake to abide by the information on "Other Things You Need To Know" information on the following page for the Convoy for Kids Goulburn Carnival to be held on 11 November 2017, should we be allocated a stall space. (Please sign and return this page).

Signed Date

OTHER THINGS YOU NEED TO KNOW

Convoy For Kids Goulburn reserves the right to refuse the allocation of a site to any applicant without assignment of reason

- All goods for sale must be new.
 - Payment for stall sites must be made prior to a stall being allocated. **Unpaid applications will NOT be processed.**
 - Standard stall sites are 3.5 metres x 3.5 metres.
 - Stallholders must supply all their own display equipment and shade covering.
 - Stallholders should arrive between 7.00-8.00am on the day for setup.
 - Vehicle access to stall sites is **only before 9:00am and after 2.00pm**. (The Market is advertised as being open to the public from 10.00am to 2.00pm, though many shoppers may arrive earlier.)
 - Stalls are to remain set up until 2.00pm.
 - **Home baked items (including sweets) must have appropriate labeling as required by the NSW Health Dept.** Stallholders selling food must abide by the Health Department requirements. All food items, ie jams, pickles, preserves, cakes, bread etc. must be **labelled** with the producer's name, address and phone number, ingredients and nutritional panel as required by the NSW Health Dept.
 - **If you are unable to attend**, you must advise the organisers as soon as practicable. We will then transfer or refund your fees. Failure to advise us of non-attendance less than 48hrs before the market means fees will be forfeited.
 - It is the individual stall holder's responsibility to obtain any required licensing, registration, certificates and compliance specific to the product/s they sell.
 - Convoy For Kids Goulburn will not supply stallholders with change. They must supply their own.
 - **No Alcohol allowed.**
 - **No smoking allowed.**
 - **ALL RUBBISH TO BE TAKEN HOME**
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- In regard to **cancellation of the Market due to weather** or other causes, the decision is made by Convoy For Kids Goulburn. Unless otherwise advised the carnival will be on. Conditions would need to be very poor for the market to be cancelled, but due to the unpredictability of the weather this is always a possibility. A decision to cancel the Market due to bad weather may not be made until the morning of the Market by which time most stallholders will have arrived. For up to date cancellation notices please check the Convoy For Kids Carnival Facebook Page (address TBA) or contact us on 1300 663669.