



**Stallholders Application for Flicks at the Flat, November 12<sup>th</sup>, 2016**

Welcome to Flicks at the Flat, a yearly free family event hosted by the McLaren Flat Recreation Ground and proudly sponsored by the Onkaparinga Council and local businesses.

You have received this form because you have expressed an interest in holding a stall at our twilight market this year.

We are dedicated to ensuring an excellent market experience for all. We prefer to have only one of each type of stall holder present to maximise your potential for sales at our event. Please CLEARLY list ALL of your products and services so we can determine the best fit for our market.

Access to electricity for this event is limited and thereby will be offered first and foremost to food related stalls. You may supply your own lighting for the event however generators are NOT permitted (bouncy castles excepted) as the volume can impact on the movie.

(please complete in full and ensure required documents are attached)

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(name of business) \_\_\_\_\_

apply to be a stallholder for the 2016 Flicks at the Flat event.

Our stall sells the following:

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- I have read and understood the terms and conditions associated with this event (see page 2).
- I have attached my Certificate of Currency for Public Liability Insurance
- I have attached my completed Temporary Food Notification (available on the Onkaparinga Council Website – required by food businesses only)
- I have attached my current “working with children” police clearance (for those directly working with children eg: face painters, children’s entertainment providers)

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Signature

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Full Name

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Contact email

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Contact Phone Number (mobile preferred)

## Terms and Conditions

- 1) Flicks at the Flat reserves the right to approve any stallholders application on an ad hoc basis
- 2) Bump in and Bump out times MUST be adhered to. No packing up early is permitted except in cases of an extreme weather event and then only when advised by the organisers that it is OK to do so.
- 3) The McLaren Flat Recreation Ground Oval is a “no pegs allowed” site. It can get windy, so it is highly recommended that you weigh down your stall. Because of the shallow plastic irrigation pipes there can be no pegs or any other objects pushed or hammered into the surface of the oval.
- 4) Power is not supplied to stalls on the oval itself. If you have a food stall that requires electricity you MUST notify us in advance. Any equipment that needs to be supplied with power MUST have a current test and tag label clearly available. We WILL check this.
- 5) Stallholders are invited to participate in our “Treasure Hunt” on the day. This involves supplying 400 candies, small toys or other items for children. Treasure Hunt bags will be available for collection at the information desk for attendees and they will feature a stamp-card to be marked off at each stall. It is your responsibility, should you choose to participate, to ensure that you have sufficient staffing on your stall to handle the volume of children looking for their treasure. If you choose to participate you will ensure your stall is visited by many of the attendees.
- 6) Stall fees are \$20 for your 3x3 site OR \$10 plus a raffle prize. As a stall holder your business will get a mention on the event Facebook page, our web page and as a raffle donor your business will also be listed on our contributor’s slideshow on the big screen.
- 7) Our theme is Christmas. This is an excellent opportunity to sell up big to early Christmas shoppers. Please get in the spirit of the event and dress yourselves and your stalls up appropriately.
- 8) The event starts at 5pm. Bump in for stallholders will be from 3pm. All stall-holders’ vehicles must be cleared by 4pm to allow access for other activities. If you have a requirement to be onsite early please let us know – we are happy to accommodate where possible. A map including your stall site will be available at a later date or on the day.
- 9) Stallholders are welcome to stay for the movie – and stay open and trading. Lights will not be provided on the oval although you are welcome to gently illuminate your stalls (battery operated LED lights, for example). If you do choose to stay open and trading throughout the film, you MUST stay for the entire time. Once the movie starts there will be no vehicle movement on the oval. After the movie has finished we have access to the soccer lighting so you will be well illuminated for packing up.
- 10) Please ensure all your rubbish is taken with you when you go.