

# Kilbirnie Festival 2012 Stall Terms and Conditions

Sunday 11 March (no postponement day)

10am-4pm. Event information is on the [www.capitalproductions.co.nz](http://www.capitalproductions.co.nz) and [www.kilbirniefestival.org.nz](http://www.kilbirniefestival.org.nz) websites

All stalls must comply with these Stall Terms and Conditions, and tick the box on the stall application to show you have read these and agree to comply.

- Waste management is shared. We ask you to abide by the following to make it easy for you and us. We do not agree with you generating landfill waste unnecessarily (especially if you then leave that for us)
- No stall will leave any rubbish of any type. All stalls will take away all their waste. This includes your lunch bag. Put all your drink bottles in the recycling, not the rubbish
- We will accept clean and recyclable glass, aluminium and plastic containers; and completely flat, clean cardboard (NOT just squashed! Remove any tape and fold completely flat)
- Set-up vehicle access is 7-9am only. All vehicles out by 9.30am latest
- No parking is provided. There is plenty of parking in surrounding streets
- Vehicles will not be allowed back on site until most of the attending public have left, making it safe for pedestrians. The event managers will decide this. You will have to wait until this time
- No vehicles are to block any accessway, wait on roads, or otherwise cause traffic hazards. You must park legally until your access is available
- No vehicles on site during the event unless it fits completely within your paid space
- Instructions of market staff are to be followed
- Any gazebos or shade must be adequately weighted. This is a public safety consideration. Plan ahead
- A 3x3m gazebo will not fit into a 2x2m site. 2x2m sites have no gap between. Your neighbor can refuse you extra space
- ALL electrical items must display a current test tag
- Food Stalls can only sell food in biodegradable containers, cups, straws, and cutlery. No exceptions. See the links below for suppliers
- Food stalls will each provide one clean proper rubbish bin for the PUBLIC, in FRONT of your stall, with clean liner bags. You take these with you at the end of the day
- Food stalls must comply with all WCC health regulations, and one staff member must have a current Food Handling Certificate (please send copy with your application)
- Food stalls must complete and submit to us pages 3 & 4 of the Food Fair Information linked from the website no less than 14 DAYS PRIOR TO THE EVENT
- Cancellations more than two weeks prior will have a \$20 administration fee deducted
- Cancellations in the last two weeks will not be refunded
- Stall fees are non-refundable. We all contribute to making this event successful
- Postponement/cancellation on (04) 384-1998 from 6am on the day of the event only
- Payment by cheque, bank deposit (include your name and the event as reference!) or internet transfer (include your name and the event as reference!). No cheques in the last week
- Cheques, deposits and internet payments to Capital Productions ANZ 01 0514 0149451 00
- Stall applications must be mailed to the PO Box shown, or a .pdf emailed to the email shown. An application is complete when both the application and correct fee are received

The above conditions are binding for all stalls and must be adhered to. Event managers have the right to exclude, without refund, any person or stall who fails to comply on the day.