



Food & Farm Fest 2020

Sunday 3rd May 2020 10am – 4pm

Stall Holder Terms & Conditions

Come and join the fun at this unique 'down to earth' event where healthy food, its production and the farms that it comes from, is the focus. Hosted on Quarry Farm, the event is designed with family friendly experiences to showcase healthy food choices, provide tools for better living and showcase our rural heritage.

The Serpentine Jarrahdale Food and Farm Alliance Inc. (SJFFA) are pleased to once again host this exciting event with the aim to: “Establish Serpentine Jarrahdale, and its communities, as a hub for successful and sustainable peri-urban agriculture, commercial agriculture and connected industries”.

Our mission is: “To enable urban populations to connect with their food sources, and to influence broader issues such as food security; community health and nutrition; and local economies by championing annual educational and promotional activities that support agriculture.”





The ***Food and Farm Fest 2020*** is our major event and we want YOU, as a stall holder/participant, to be an important and successful contributor.

The ***Food and Farm Fest 2020*** is intended to be a showcase of produce from local properties and the local businesses that support the production of those products. The selection of exhibitors is based on the quality and relevance of the services/products offered that will contribute to our vision and mission to support local producers and land holders.

There are a limited number of food and catering stall sites available. We expect that all foods presented will be made from whole foods, free of artificial flavours, preservatives and colours, and will not be commercially processed or pre-packaged.

Please be detailed and specific when describing your products/services so we may appropriately promote your stall in our marketing materials.

Please note the following:

-  No pets are permitted at this event as there will be livestock on site.
-  All electrical equipment must meet Australian standards and be tagged by an electrician within the past 6 months.
-  Gas and solar driven equipment is encouraged.
-  Each applicant is responsible for his or her own appropriate liability insurance cover.



Stallholders are required to fill in the **Application Form** preferably using our online application which can be accessed via our Facebook page or our website. Payment will be made at this time.

Alternatively, you can download and print out the form from our website, www.sjfoodandfarmalliance.com.au/forms then scanning and emailing to us with copies of the relevant certificates. Payment must be made through the Humanitix ticketing before application will be accepted.

If an application is declined then a **refund** will be made ASAP to the applicant's nominated bank account. **No refund** will be made if an application is cancelled within **4 weeks** prior to the event.

Consideration will be given to previous stall holders.

Questions should be addressed to <mailto:info@sjfoodandfarmalliance.com.au>





Applications close Tuesday 31st March 2020

PLEASE READ AND UNDERSTAND ALL CONDITIONS

Balloons are NOT allowed at Quarry Farm

We request that stall holders use eco friendly straws where ever possible.

Stall Sites

-  All care will be taken to avoid siting vendors of similar types of stalls adjacent to one another. An early application with full disclosure of the **stall's capacity to support our vision** is required.
-  However no application granted by **SJFFA** is exclusive and **SJFFA** may, in its absolute discretion, permit any other person or franchise to sell or exhibit similar or the same goods or to carry on a similar or the same business or activity at the Fest.
-  Event management will endeavour to accommodate vendor requests but these **cannot be guaranteed**.
-  A standard size stall is 3m x 3m so please measure your display and/or vehicle carefully.



🍎 **If your vehicle must remain attached to your stall/trailer please include the vehicle in the measurements.**

🍎 You can select more than one stall which will just double the size and the cost eg. 2 stalls = 6m x 3m @ \$80ea = \$160

🍎 Non-standard **Market sites** are also available – for machinery etc – please enquire

🍎 **Indoor sites** are available and you **DO NOT NEED** a gazebo, space allocation will be 3m x 3m **ONLY!**

🍎 Setting Up

🍎 Stalls must be set up on the morning of **Sunday 3rd May 2020 from 6am.**

🍎 Stalls are required to be **set up and operational by 9.30am.**

🍎 **All vehicles are to be removed from the Fest area by 9.00am.** There will be **no exceptions** to this rule. There is free parking for all vehicles on the property.

🍎 Stallholders must secure their gazebo by weights and/or pegs, this will be checked. **Some sites will not permit the use of pegs so weights will be essential.**

🍎 Stallholders will need to supply all of their own equipment.

🍎 All power supplies and electrical equipment must have the **appropriate electrical certification tagging within the last 6 months.**

🍎 Power is available for indoor stalls if required. Vendor to provide own equipment.

🍎 **FOOD VENDORS** situated in **ZONE D** (around the Reception area) **WILL BE** required to use a **GENERATOR** provided by the organiser. There will be no exception to this rule.

🍎 Vendors will need to ensure that they carry a reasonable length electrical extension cord.

Removal of stalls


🍎 Stalls are not permitted to pack up before 4pm. There will be no vehicle movement permitted within the Fest area before 4pm.

Other information

🍎 Your stall position will be confirmed via email 2 weeks prior to the event

🍎 If you have selected YES to needing extra helpers/staff you will receive two passes for each 3 meters width of stall space



-  **Your stall position confirmation will need to be presented on arrival to facilitate speedy access to your site.** If you neglect to have your map with you on the day then you will have to wait until event staff has a chance to sort you out.

STALL PRICE LIST AND DEFINITIONS

Please ensure that you read (see below) and understand the stall types prior to submitting your application.

Standard size stalls are 3m x 3m

If a larger site is required the price goes up for each standard size stall added. **Vendors need to advise if they have to keep their vehicle attached to their equipment**, because that equates to the size of a standard stall.

Not for Profit Stalls

All prices include GST

Not for Profit stalls are only open to applicants representing an incorporated community group and an Incorporation Certificate must be submitted with the application.

Not for Profit - Information only display - 3m x 3m No fundraising except memberships	\$20
Not for Profit - Fundraising Stall (non-food) - 3m x 3m	\$30
Not for Profit - Food Vendor (fundraising by selling food) - 3m x 3m	\$65

Retail Business Stalls (For Profit)

NB you will need to provide your own power and display materials.






Retail Variety market stalls – 3m x 3m Stalls selling products for profit (e.g. crafts, jewellery, hats, food to take home like jams and fruit & veg). If food products are to be sold (jams, preserves etc) they have to comply with the Fest requirements.	\$80
Retail Food/Display Van/Stall – 3m x 3m Stalls selling prepared foods from a food vehicle/van/gazebo for consumption at the Fest. Stalls used to display and or sell products	\$200

***DO YOU WANT TO SELL FOOD AT THE FEST?**

In addition to meeting shire of Serpentine Jarrahdale requirements, products sold by food vendors will need **to align with the vision of the Fest**. As a food vendor **you will need to confirm** that you will:

-  **USE** whole food stuff/s;



-  **NOT USE** artificial preservatives;
-  **NOT USE** artificial colours;
-  **NOT USE** artificial flavours; and
-  **NOT USE** commercially prepared/packaged food.
-  **NOT USE** refined sugars

When filling in the online form FOOD VENDORS will need to tick all but the last item which is only for NON food vendors, you will not be able to proceed unless you satisfy these requirements.

Final acceptance of stall applications will be issued once all requirements have been met and payment has been made.

SJFFA reserves the right to request the removal of products from display and sale if they are deemed unsafe, offensive, inappropriate or do not comply with SJFFA requirements.

Certificates Required

ALL stallholders will need to attach copies of their **Certificate of Currency** for their Public Liability Insurance and if applicable, a copy of their Food Business Licence certificate and/or Incorporation Certificate with their application.

SJFFA is not responsible for damage, loss, theft, or personal injury.

PRIVACY ACT STATEMENT

The information provided by you in this Application for Stall Space is collected and used by the SJ Food & Farm Alliance Inc. (SJFFA) to organise stalls at the 2020 Food & Farm Fest.

SJFFA may publish details such as your Name, Suburb, Web address and Description of Item Details in any SJFFA publication (including websites/Facebook) or any communication. Such information may also be made available to, and published by the media.

The SJFFA may also use your contact details to contact you about future events.

SJFFA will not disclose your personal information without your consent for any other purpose unless required or authorised by law.

You may request access to your personal information and if necessary, request that our records of that information be corrected, by writing to the Food & Farm Fest admin officer, via email info@sjfoodandfarmalliance.com.au

**NO APPLICATIONS WILL BE ACCEPTED AFTER
TUESDAY 31st March 2020**

Food and Farm Fest 2020

Location



ABN: 46 829 528 775 - PO Box 84 Byford WA 6122





Quarry Farm

1475 South Western Highway Whitby WA 6123

