



INDIA FEST TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

Third Adani India Fest Townsville 29th October 2016

Please return to: India Fest Townsville Inc
PO BOX 1155, Aitkenvale 4812 Qld
Email: indiafesttownsville@gmail.com

CLOSING DATE: Friday 14th October 2019

NB: ALL FIELDS MUST BE COMPLETED

PLEASE NOTE: Lodgement of application form does not mean automatic acceptance. PAYMENT AND SIGNED TERMS AND CONDITIONS for 2016 AND A COPY OF A VALID PUBLIC LIABILITY CERTIFICATE OF CURRENCY MUST ACCOMPANY THIS FORM TO ENSURE A SITE IS ALLOCATED TO YOU.

Organisation / Business Name:	
Contact Name:	
Address (Postal):	
Email Address:	

ABN (or Statement by Supplier Form to be attached):
Contact Person 1: Name: Address: Phone: (...) Mobile: Fax: (...) Email:



INDIA FEST

TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

SECTION 1

SITE ALLOCATION AND COST

- **Standard Stall Site** (excluding marquee) – 3 metres x 3 metres.
 - Standard Food Stall 3 x 3 - \$750 (incl GST)**
 - Standard non Food stall 3x3 - \$350 (incl GST)**
- The India Fest Townsville (IFT) Inc shall advise on the allocation of site positions based on stall size and diversity of product by Friday 14th October 2016
- Stalls will be allocated in accordance with the 2016 Participation Policy and Guidelines and once allocated will not be negotiable.
 - **Payment will be required at the time of submission of this application.**
- Additional equipment, including tables, chairs, cooking equipment, cold food and storage units or preparation room, **must be kept inside the site boundary and is the responsibility of the group allocated to the stall.**
 - **Stall holders are responsible for maintaining the stall in a clean condition for the duration of the Festival and for the removal of all oils, cooking waste and equipment upon completion.**
- Under the ***Environmental Protection Act (1994), (QLD)*** there are penalties for individuals of up to \$2,000 and for businesses of up to \$10,000 who deposit litter in a public place.
- The IFT Inc is not responsible for any costs associated with the fit-out of sites.

Please note, no additional structures will be allowed on site without prior written approval. Stalls that don't meet the Food Standards requirements may be subject to closure.

Food stalls must comply with the Food Standard Requirements.



INDIA FEST

TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

PLEASE TICK WHICH SIZE SITE YOU WISH TO APPLY FOR:

Food Stall 3m wide x 3m deep \$ 750 (including GST)
(Excludes marquee, power charges and refundable bond) – See Section 3

Craft Stall 3m wide x 3m deep \$ 350 (including GST)
(Craft or Merchandise Site – excludes marquee, power charge and refundable bond) – See Section 3

BOND

The \$100.00 bond for stalls will be refunded if the stall area is left in a clean and tidy condition after the festival. Please provide Bank Details- (see Section 3) for a refund on your stall bond.

Will you be selling from:

A self-contained van & sales unit? (provide size details) 6.5X1.8Mtrs.....

A trailer unit? (provide size details)

***Please note: Maximum size is 3 x 6 mts. Charges as per Stall Charges**

NO RAFFLE TICKETS ARE TO BE SOLD IN THE GROUNDS AT THE FESTIVAL - (excluding the India Fest Townsville Inc. Committee)



INDIA FEST TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

SECTION 2

LEGAL REQUIREMENTS

ALL site operators are required to comply with the QLD Workplace Health and Safety Regulations pertaining to the operation of gas cylinders and electrical equipment.

ALL site operators are required to comply with QLD WorkCover guidelines.

ALL site operators that produce hot food must have a FIRE EXTINGUISHER ON SITE.

FOOD BUSINESS LICENCE

Under the Food and Safety Act (2006) and the Food Regulation (2006) all operators selling food and/or drink products must hold a **Food Business License**.

For information on obtaining a license, contact the Environmental Officer at the Townsville City Council <http://www.townsville.qld.gov.au/web/guest/business-licences>.

The Act requires people who sell food to make sure it is safe and suitable for people to eat, and tell customers the truth about the ingredients in their food (proper labelling). The Act also states that the Food Standards Code applies as law.

NOTIFICATION OF A FOOD BUSINESS

Under the Food and Safety Act (2006) all food and beverage sellers must submit a copy of the **Food Business License** to the IFT Inc. *(This is to be attached and included with the stall application form)*

INSURANCE – PUBLIC AND PRODUCT LIABILITY

It is a requirement that all India Fest Townsville Inc. participants have a current, non-cancellable, public and product liability insurance policy for the duration of the event. This includes the period before and after the event allowing for the preparation, dismantling and removal of all equipment.

Do you have a current non-cancellable public and product liability insurance policy for the duration of the Festival:

OR

If Yes: please obtain a Certificate of Currency, or letter from your insurer or broker, providing evidence that the India Fest Townsville Inc and QLD government have an interest in the policy, including the following details:
Name of the event, indemnity amount (monetary limit of the policy), period of insurance, name of insurer and policy number.

If No: please obtain a current non-cancellable public and product liability insurance policy of the duration of the 2nd Adani India Fest and then re-apply. You **WILL NOT** be able to participate in the Festival without the insurance.



INDIA FEST

TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

SECTION 3

ELECTRICITY

Power is available **for order now**. Applicants will be charged a standard fee of \$50 (includes GST) per site for the duration of the 2nd Adani India Fest.

No additional appliances will be accepted after you have been allocated a site.

Applicants are required to:

- Place an order for electricity by nominating the appliances you will be using by ticking the appropriate box/es below.

I will be using appliances in my stall: (Circle)

YES (how many?) **1 X 3 PHASE 32AMPS 5 PIN PLUG**..... NO

- List ALL the appliances (including wattage) that you will be operating on site at the 2nd Adani India Fest Townsville.
- PLEASE NOTE:** If you are found to have more appliances at your stall than are listed below – you may be shut down.

Appliance	Appliance Wattage	Wattage of your appliance (if different)	Number of Items
Bain maries – food warmer	3600		
Commercial deep fryer	3600		
Cool Room	250 – 500		
Crock Pot	150		
Deep Fryer	1800 – 3600		
Electric Wok	1200		
Food Processor	500		
Food warmer	400		
Frying Pan	1200		
Griller	1200 – 1900		
Hot Plates	1200		
Lights	100		
Microwave	600 – 1200		
Refrigerator	150 – 350		
Rice Cooker	700		
Sandwich Maker	600		
Steamers	600		
Toaster	600 – 1500		
Other:			
THIS SECTION IS COMPULSORY FOR ALL STALLS.			

This list assists us in determining what electrical requirements you need in order to be compliant. We will contact you if there is a discrepancy.



INDIA FEST TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

LIGHTING and MUSIC

Will you have lighting fixed on the exterior of your stall?
and Porta Flood and Rope Lights _____

What type of lights? Flouro

IMPORTANT POINTS TO NOTE ABOUT POWERED SITES

1. Power requirements need to be confirmed on this application.
 2. Stall Holders are required to **supply extension cables** (Maximum length of 20 meters) and power boards with an earth leakage circuit breaker to distribute the power within sites (**current safety tag required**)
 3. Stall Holders should check their appliances to ensure they are appropriately tagged and that no more are added on the day. If more appliances (than originally requested) are found to be in your stall over the event, you may be shut down.
 4. All equipment and cables will be checked at the event for compliance with WorkCover Regulations.
 5. Stall Holders are required to supply lighting for their stall.
 6. Stall Holders are **responsible for electrical contractor** should you require one.
-

Important Policy Guidelines: Please read before you sign

- While the India Fest Townsville Inc endeavours to accommodate all reasonable requests during the allocation process, the decision on Stall locations will be based around the 2015 Participation Policy and Guidelines and is final.
- Stall holders who do not adhere to the guidelines or do not abide by the principles set out in the 2016 Participation Policy and Guidelines will be excluded from participation in the 2015 Festival and from future Festivals.

Refund Policy

The India Fest Townsville Inc. will refund fees advanced by applicants if a withdrawal of the Application is received in writing by the IFT Inc on or before close of business on the 14th October 2016.



INDIA FEST TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

Applicants who choose to withdraw from the 2nd Adani India Fest Townsville for any other reason after the 14th October 2016 will not be entitled to redeem any fees advanced to the IFT Inc.

NOTE: The IFT Inc. does not accept any liability for inclement weather and will not refund fees if the event is cancelled because of adverse weather conditions.

Refunds will be made by direct deposit into the Applicant's bank account. Please provide details below:

Bank: _____ BSB: _____ Account Number: _____

Account Name: **PLEASE FORWARD CHEQUE TO THE ABOVE ADDRESS**

Will send deposit of \$100 and will forward the remaining Total in a Month

FOODSTALLS

Stall Fee - \$800 (incl GST)	Power Charges - \$50 (incl GST)	Stall Holders must ensure that:	Total – GST included
750.00	50.00	Site is left clean &	800.00
		tidy to avoid clean up fees	

CRAFT AND MERCHANDISE STALLS

Stall Fee - \$350 (incl GST)	Power Charges- \$50 (incl GST)	Stall Holders Must ensure that:	Total – GST included
		Site is left clean &	400.00
		tidy to avoid clean up fees	

Form of Payment: Cheque

Please make Cheques payable to: India Fest Townsville Inc or EFT to Queensland Country Credit Union / BSB 704 640 / Account number 221 500



INDIA FEST

TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

SECTION 4

DECLARATION

I _____ on behalf of _____ (organisation)
Understand that the Festival organizers will not allocate and confirm a stall to participate in the event unless **PART PAYMENT** has been made. **Remaining Payment to follow within a month.**

I have attached all the required forms as per the checklist of this application form. I understand and accept the Refund Policy.

I have made full payment.

Name of Signatory: (please print)

Position in organization / business:

Signature: _

Date: __

IN SUBMITTING THIS APPLICATION, I ACKNOWLEDGE, THAT I HAVE READ AND AGREE TO THE 2nd ADANI INDIA FEST PARTICIPATION POLICY & GUIDELINES.



INDIA FEST

TOWNSVILLE INC.

Registration No. IA 54633, ABN: 58 786 982 872

PO BOX - 1155, Aitkenvale Qld4814, Email – indiafesttownsville@gmail.com www.indiafesttownsville.org

2016 3rd ADANI INDIA FEST TOWNSVILLE APPLICATION CHECKLIST

All the listed documentation below must be attached with the application to ensure a stall is allocated to you immediately and your participation in the 3rd Adani India Fest 2016 is confirmed.

PLEASE ENSURE THE FOLLOWING ARE ATTACHED WITH THE APPLICATION.

1. Payment
2. Receipt of payment
3. Electricity requirements form
4. Copy of the Public and Product Liability Insurance Policy
5. ABN or Statement by Supplier
6. Copy of a Food Business License (if selling food)