

# JUGIONG WRITERS FESTIVAL STALL HOLDERS FAQs, CONDITIONS & APPLICATION FORM

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## Frequently Asked Questions

### **What's the Market all about?**

The Jugiong Writers Festival Market is a market that aims to provide local residents and visitors to a fabulous market experience that promotes the produce of the region in a unique rural atmosphere and celebrates literature – reading and writing.

### **Where will you find us?**

At the beautiful Jugiong Park on Riverside Drive – also known as Old Hume Highway. Jugiong is on the Hume Highway between Yass and Gundagai.

### **What date is the market? 19<sup>th</sup> March 2017**

### **Who will be coming to the Jugiong Writers Festival Market?**

The people who will be arriving are those who enjoy literature and entertainment such as music, poetry readings, singing and the good things of life!.  
Seriously, the Jugiong Writers Festival Market will also attract people who love handcrafted items, modern design, vintage goods, gourmet food and sculptures.

### **How will we spread the word?**

You can ask people to find us on

- ✓ **[www.jugiongwritersfestival.com](http://www.jugiongwritersfestival.com)**
- ✓ **Facebook: Jugiong Writers Festival**
- ✓ **Twitter and Instagram**

If you wish you can send a photo of your stall and we will endeavour to have it on Facebook, Instagram and our website.

### **Who should apply for a stall?**

If you design it, grow it, create it or make it you can sell it at The Jugiong Writers Festival Market!

### **What is the selection process?**

It's pretty simple – we look at the quality of your products, the appearance of your stall display and how unique you are.

Unfortunately, we can't accept everyone's application but that doesn't mean we don't like your products! Our aim is to provide a diverse and interesting market for everyone who wanders through our village.

### **Do I need public liability insurance?**

Yes, you will need to attach copies of your \$20 million insurance of your public liability to your application form.

# JUGIONG WRITERS FESTIVAL STALL HOLDERS FAQs, CONDITIONS & APPLICATION FORM

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## **Can I park my vehicle at my stall?**

No, you will be asked once you have unpacked to move your vehicle to the back of the swimming pool area. The lawn area is off limits to vehicles (sprinkler systems etc) and so we will endeavour for those who have larger items to be closer to the parking area.

## **Is electricity available? No**

## **What are our rates?**

For the day \$25 per stall holder for a single site (approx. 3m x 3m)

**Stalls will be set up** over the Riverside Drive, directly opposite the Long track Pantry

## **TERMS AND CONDITIONS**

### **I AM THE FUN POLICE!**

#### **Stall Holders Responsibilities:**

Stall Holders will be responsible for their own safety and well being and that of the surrounding general public.

They will be responsible for the list below and all other safety issues that may arise.

- \* insect and sun protection
- \* sensible shoes,
- \* hand washing,
- \* adhering to all safety manuals
- \* ensuring all marquees and displays are secure and are safe for themselves and the general public
- \* All stall holders will ensure they and the general public are safe.

#### **Applications:**

Acceptance and non-acceptance of applications will be at the sole discretion of the Jugiong Writers Festival Market committee. Please understand that your application is reviewed on many levels including the quality and price point of your products, the appearance of your stall display and how unique your products are.

Stall locations are at the discretion of the Jugiong Writers Festival Market Committee.

#### **Insurance:**

All stall holders have to attach copies of their **\$20 million** insurance to their application form before they can set up their site.

# JUGIONG WRITERS FESTIVAL STALL HOLDERS FAQs, CONDITIONS & APPLICATION FORM

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## **Market days:**

**JWF Market trading hours will be from 8:30am until 3pm.**

## **Marquees and all stall equipment**

Marquees and all stall equipment must be erected securely and weighed or secured at all times. *(I know from bitter experience how essential this is.)* All equipment must be in good repair and be operated in a safe manner. All stallholder equipment must remain within the stall site. For the safety of others, public access ways must remain clear at all times.

## **Payments:**

Application form is on the last page. All payments, copies of insurance and application form must be received by **28th February 2017**, otherwise your site will be re-allocated.

## **Adverse weather conditions:**

The Jugiong Writers Festival Market is an all weather event and stallholders must be prepared for adverse weather conditions. However, in the event of extreme weather conditions the market will not operate. Please refer to our website [www.jugiongwritersfestival.com](http://www.jugiongwritersfestival.com) for up to date information.

The Jugiong Writers Festival Market will not be responsible for any loss, damage or injury whatsoever due to adverse conditions.

## **Products:**

All products must be listed on your application form.

The Jugiong Writers Festival Market committee reserves the right to ask you to remove any products that are not listed on your application. Non-compliance may result in the cancellation of your stallholder site for all future markets.

Stallholders are not permitted to sell any item/items deemed by the Jugiong Writers Festival Market committee to be offensive, illegal or prohibited.

The stallholder is responsible for ensuring all products comply with relevant Australian safety and compliance standards and are fit for purpose.

## **Food stalls:**

Stall holders must attach (with their application) copies of the all appropriate food. Food stallholders must comply with any local / state / federal health regulations and food acts. The Jugiong Writers Festival holds no responsibility for loss of trade if proper documentation is not held.

**Stalls will not be able to sell alcoholic liquor**

# JUGIONG WRITERS FESTIVAL

## STALL HOLDERS FAQs, CONDITIONS & APPLICATION FORM

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### **Occupational Health and Safety:**

Stallholders are not permitted to drive on the grassed area of the park. Please ensure you are set up and your vehicle is removed to behind the swimming pool area and obey all traffic signs.

**Where relevant copies of all Health and Safety Certificates and Working with Children Certificate should be attached to application form**

**Strictly, no dogs are allowed on the Jugiong Writers Festival park area**

### **Waste Management:**

Stallholders are responsible and must remove all waste from their stall.

### **Power and gas equipment:**

There are no powered sites at the Jugiong Writers Festival

### **Code of conduct:**

Stallholders must comply with all the terms contained in these regulations and must comply with any changes to the market regulations, or any relevant local government and other statutory laws and regulations. Stallholders must report to the JWF Market committee any incident or accident to any person or property that involves loss or could be expected to give rise to a claim.

Stallholders must not cause damage, make alterations or additions, of any nature to, or carry out works of any nature to the market site property, and that, if any damage is caused, the costs of any repairs, making good or replacement are borne by the Stallholder.

### **Stallholder Indemnity:**

Without limiting the generality of any other provisions contained in these Terms & Conditions, the stallholder hereby indemnifies and holds the JWF Market committee harmless from and against all claims for loss arising in connection with or in relation to:

- The Stallholder's occupation of the market;
- The sale or attempted sale of the products approved by the JWF committee, or any other products and services;
- Any injury or harm suffered by the Stallholder, its agents or employees;
- Any injury or harm caused to any property or suffered by any person as a direct or indirect consequence, in whole or part of any act or omission by the Stallholder;
- Any loss or damage to the Stallholder's property regardless of the cause of that loss or damage;
- The death of any person as a consequence, in whole or in part, of any act of omission by the Stallholder;
- Any breach of these Terms and Conditions by the Stallholder;
- Any legal costs in a full indemnity basis incurred by the JWF committee as a result of the Stallholder's breach of these Terms and Conditions;
- Theft or damage of products, equipment or goods under the control of the stallholder;
- Any journey by the Stallholder to and from the Market; or
- Damage or injury to any property or person.

### **Disclaimer:**

The Stallholder acknowledges and agrees that the JWF committee makes no warranty or representation in relation to or in connection with the stallholder's occupation or use of the market. Without limiting the generality of this clause, the Stallholder acknowledges and agrees that the JWF committee has made no warranty or representation to or in connection with:

# JUGIONG WRITERS FESTIVAL

## STALL HOLDERS FAQs, CONDITIONS & APPLICATION FORM

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- The prospects of the Stallholder for selling products at the Market;
- The Stallholder's access to people visiting the Market or the access those people have to the Stallholder;
- The existence or number of products that will compete with the products for the attention of the prospective buyers;
- The existence or extent of services and/or facilities of any kind at the Market;
- The position within the Market that each stallholder will occupy;
- The suitability of the Market for any particular purpose or the existence of any latent or patent defect at the Market;
- The extent, if any, to which other visitors to the Market might interfere with the Stallholder's use of the Market;
- The existence or extent of any advertising or promotional activity or material that may or may not be published or undertaken by the JWF committee;
- The existence or extent of any security measures undertaken to protect the Stallholder, the Products and/or the Market against criminal activity; or
- The existence or extent of any security at the Market.

### Termination

Any stallholders who do not adhere to these terms and conditions may forfeit any future rights to participate at the JWF Market regardless of any monies paid.

## Notes:

**Mailing address: Jugiong Writers Festival, Linden, Jugiong NSW 2726**

**There are limited spaces, so book early!**

By the **28<sup>rd</sup> February 2017** stall holders will have

- \* paid \$25 fee
- \* completed and sent to committee the application form below

Stall Holders will ensure that on the market day they have

- \* insect and sun protection
- \* sensible shoes,
- \* hand washing facilities
- \* adhering to all safety manuals
- \* ensuring all marquees and displays are secure and are safe for themselves and the general public
- \* all stall holders will ensure they and the general public are safe.
- \* Have read and understood all FAQ's and Conditions.

*Have a fun and most successful day*

**JUGIONG WRITERS FESTIVAL  
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**APPLICATION FORM**

Name

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Name of Business

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Business website and/or social media

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Description of Product/s

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Address

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Email

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Ph & Mobile

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**Have you read all information especially the notes at end of page 5? –  
Yes/No**

**Have you attached your**

- |   |        |
|---|--------|
| * Fee \$25 Cash or see Tickets and Bookings on<br><a href="http://jugiongwritersfestival.com/?page_id=224">http://jugiongwritersfestival.com/?page_id=224</a> | Yes/No |
| * Copy of your \$20 million Public Liability insurance  | Yes/No |
| * Copy (if applicable) of all food handling certificates.   | Yes/NA |
| * Sent information/photos for Facebook/Website page   | Yes/No |
| * Copies (if applicable) of relevant Health and Safety Certificates   | Yes/NA |
| * Copies (if applicable) of Working with Children Certificate   | Yes/NA |

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