

illuminARTe.



illuminARTeWollondillyisnowseekingexpressionofinterestsfrompotential stall holders looking to be part of this celebration to be held on Saturday 7 May 2016. Stall holders that will contribute to the success of illuminARTe Wollondilly include locally made arts and craft, young designer fashion and accessories, packaged gourmet foods and wine, or other unusual, innovative and unique purposes suited to a street fair focused on summer entertainment, fun and the “weird and wonderful”.

Take-away food vendors considered suitable are those with a strong focus on traditional street food freshly prepared on site, particularly those with international influence; “sizzle, aroma and theatre”.

Please note that your application will not be considered unless the relevant documents are attached.

Section 1: About you (Main applicant)

First Name Family Name

Company of Business name (if applicable):

(This field is required if planning to trade under a registered company)

Personal ABN or Company/Business ABN/ACN or an ARBN for a registered business name:

You will need to supply either your personal ABN or an ABN/ACN for your business or company or an ARBN for a registered business name. Wollondilly Shire Council will not process your application if this information is not provided.

Registered trading name for stall:

Street Address: The address may be a home or a business address, but must be a physical address.

Street Number/name
Suburb State Postcode

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Postal Address:
Street number/name
Suburb State Postcode

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Applicants email address: *One email address is required.*

Home Work Mobile

Product website (if applicable): This can also be a Facebook page or other social media or internet presence.

Please describe your previous market, retail or business experience: If you have no prior experience, leave blank.

Section 2: About your product or service

Description of your product: Please give detailed information about your product

What makes your product or service unique and/or distinctive?

STALLHOLDER EXPRESSION OF INTEREST DATES

Round 1 - 6 January 2016 - 29 February 2016

Round 2 - 1 March 2016 - 1 April 2016 *(if required)

Section 3: Conditions of application for illuminARTE Wollondilly

- a) The issue of this application does not commit Wollondilly Shire Council to proceed with any offer of a stall at illuminARTE Wollondilly.
- b) Wollondilly Shire Council and its respective employees and agents, shall have no liability (including liability by reason of negligence) for any loss, damage, cost or expense incurred or arising by reason of any person using or relying on the information and whether caused by reason of error, omission or misrepresentation in the information or otherwise.
- c) Wollondilly Shire Council is subject to the Freedom of Information Act 1982 and the Privacy Act 1988. The applicant should identify those components of this application that it believes are commercial-in-confidence.
- d) The applicant may be asked to provide further information including product samples and answer detailed questions about product development and their creative process. (Note: Wollondilly Shire Council will not keep product samples.)
- e) Wollondilly Shire Council will advise the applicant whether or not their application has been considered and the outcome of that consideration.
- f) The application will be retained by Wollondilly Shire Council and will become the property of the Council.
- g) The applicant authorises Wollondilly Shire Council to make information concerning the applicant available to other NSW Government agencies.
- h) Applicants may request that Wollondilly Shire Council not disclose information which would place them at a substantial commercial disadvantage with their competitors. Applicants should provide detailed reasoning for those elements of application they would like considered as commercial-in-confidence.
- i) A request for commercial-in-confidence consideration does not necessarily prevent disclosure. Wollondilly Shire Council will advise successful applicants what information it agrees not to disclose. The Council's decision about disclosure is final. Applicants may not make any claim against the Council in relation to any disclosure. A decision by Wollondilly Shire Council under this condition is not a decision which falls within any dispute resolution procedures specified in the contract being tendered for.
- j) Successful applicants must agree to be bound by Wollondilly Shire Council's Stallholder Agreement.
- k) Approval of applications will at all times be in the absolute and unfettered discretion of Wollondilly Shire Council.
- l) Council's decision on stall selection and location of stalls is final. No correspondence will be entered into.
- m) All stall holders must hold current Public Liability Insurance (minimum \$10mil) and must attach a copy to this application.
- n) Food / Take Away Food stall holders must meet NSW Food Handling Regulations and hold Food Handler Safety Training Certificates – copies also need to be attached to this application.

Declaration

I, _____ have read and understood the conditions of this application.

Must be dated and signed by the applicant.

Date: _____

Signed: _____

Category (please tick) Fee

Food Vendor – Take Away	\$200.00	<input type="checkbox"/>
Business - General Merchandise	\$75.00	<input type="checkbox"/>
Not for Profit/ Community Organisation/ Charity	\$50.00	<input type="checkbox"/>

How do we select our stallholders?

We are aware that there are a number of stallholders offering the same or similar products. While we do tend to work on a "first in, best dressed" rule, we also take largely into account the location of the stallholder, product quality and experience for the customer. Preference is also given, where possible, to local individuals, organisations and businesses.

Council attempts to avoid duplications of products sold, however exclusivity is not guaranteed.

No preference is given to previous stallholders.

HOW TO JOIN US

Please send completed form along with relevant documents to:

Wollondilly Shire Council

Community Projects Officer – Events

62-64 Menangle Street Picton, NSW 2571

Email: council@wollondilly.nsw.gov.au

Fax: (02) 4677 2339

Facebook: www.facebook.com/illuminartewollondilly



Wollondilly
Shire Council