



2020 Food & Wine Festival

Sunday 24th May, 10am – 4pm

“A dollop of indulgence and a dash of quirky”

EXPRESSION OF INTEREST FORM

Business Name:			
Contact Name:			
Postal Address:			
Email Address:			
Business Phone:		Mobile Phone:	

Please describe your product / menu / service to be offered on the day and approx. sale price (\$) per serve.

This year we REQUIRE each stall to have a \$5 or less offering. Please describe this and its local ingredients on the first line.

***** Remember – preference will be given to businesses which prepare a gourmet menu of locally grown produce and adopt this year’s event theme. Please provide a \$5 or less offering for a sample plate/tasting plate or small serve. Large meals are not encouraged. The event is aimed at giving visitors a “slice” of your wares and marketing material on where they can find you for future business. Please identify if they are gluten free, vegan or vegetarian.***

1.	\$
2.	\$
3.	\$
\$5 or less offering:	\$

Please list local produce included in your menu or products for sale. Coles or Woolworths are not local producers- this is a key criterion for Slice Stalls.

SPECIAL REQUIREMENTS

Please list all special requirements you have, (eg you have your own mobile cool room which needs to be close to your site or your stall is a trailer). We will endeavour to accommodate these requests as best we can.

FOOD PACKAGING

This year we are working with Bio Pak to reduce the waste going to landfill. Stalls will be required to purchase from Bio Pak for their food and beverage service items such as cups, plates, cutlery. Stallholders will be contacted by Bio Pak to assist you in ordering what you need. We estimate the average order would cost stalls approximately \$10 more for the order. To offset this, we have reduced the stallholder fees by \$20 for this year.

I WISH TO REGISTER FOR THE FOLLOWING:

	Early-bird*	Normal Amount	
Single Site 3 x 3m	\$140.00	\$170.00	\$ _____
Double Site 3 x 6m	\$300.00	\$360.00	\$ _____

* Early-bird rate applies to EOI Forms received by **31st March 2020**.

POWER – limited availability

\$30.00 per outlet

I require _____ (number of outlets) 10 amp single phase power outlets: \$ _____

Please describe what appliances you intend to use on each power outlet:

NOTE: ONE outlet per TAGGED appliance. ALL extension cords and appliances MUST be tagged

ICE

I require ICE (unlimited supply to your stall all day) \$30.00 \$ _____

SUBTOTAL

\$ _____

I am a current Camden Haven Chamber of Commerce member (20% discount) - \$ _____

TOTAL SITE FEE

\$ _____

Final applications close 30th April 2020. You will be notified of your successful application and invoiced at this time. DO NOT include payment with this application. You will be invoiced for your site fees and events cost prior to the event and all fees must be paid before 24th May 2020.

ADDITIONAL INFORMATION

All applications must include copies of the following;

- Public Liability Insurance certificate
- Food Safety – where applicable
- Food Safety Supervisor Certificate – where applicable (All food stalls will require a Food Safety Supervisor onsite)
- Mobile food stall/ van Approval from Port Macquarie Hastings Council.

Completed EOI forms and other documentation (as above) can be:
emailed to enquiries@sliceofhaven.com.au

or posted to **Slice of Haven Event Committee**
PO Box 428, Laurieton, NSW, 2443

Applications will not be considered until the relevant documentation is provided.

DECLARATION:

- I HAVE READ AND UNDERSTOOD THE REGISTRATION GUIDELINES & REGULATIONS PROVIDED IN MY EXPRESSION OF INTEREST INVITATION.
- I HAVE READ AND UNDERSTOOD THE FOOD AUTHORITY ACT & TEMPORARY FOOD STALL GUIDELINES.
- I ATTACH A COPY OF MY CURRENT PRODUCT & PUBLIC LIABILITY INSURANCE AND OTHER DOCUMENTATION AS APPLICABLE

Signed: _____

Date: _____

STALLHOLDER TERMS & CONDITIONS - please read as some have changed

1. The sale of generic branded water or soft drink is *prohibited*. All beverage products must be sourced from local producers or suppliers e.g. Mount Seaview Spring Water, Saxby's.
2. NO other generic products may be sold e.g. packet chips or chocolate bars.
3. Wineries and breweries stall staff MUST have current RSA cards on their person.
4. Wineries and breweries MUST display appropriate signage as per usual licensing requirements
5. Stalls must be occupied by 8am sharp on Sunday. We recommend setting up the afternoon before.
6. ALL vehicles must be removed from the event site by 9am on Sunday morning. No parking in the LUSC carpark is permitted – this area has been set aside for disabled parking and emergency vehicles.
7. No vehicles will be permitted to return to the site prior to 4pm – NO EXCEPTIONS. The committee reserves the right to extend this time if it is deemed unsafe for lingering patrons.
8. No tobacco or cigarettes are permitted to be sold.
9. Vendors must behave in a professional and courteous manner.
10. Stallholders must take direction from the Stalls Coordinator/Slice of Haven Committee executive.
11. Cancellations must be notified in writing 14 days prior to the event or the full fee will be forfeited.
12. All tents/marquees/structures MUST be weighted or pegged.
13. All stallholders are encouraged to minimise waste and use recycled or compostable materials as much as possible. They are required to purchase and ONLY use the Bio Pak packaging at Slice.
14. All oils must be removed from the site at the end of the event – do not pour oil/wastewater down drains or onto the grass.
15. Your site must be left as you found it, bins are provided for public use only, please remove ALL rubbish.
16. Failure to comply will result in exclusion from future Slice of Haven events.
17. Food outlets with a deep fryer must have a dry chemical powder fire extinguisher on site.
18. All stallholders must have current \$20 million Public Liability Insurance.
19. All electrical appliances must be in safe working order and have current compliance testing tag. Any appliance without a current tag will not be permitted to be used.
20. Stallholders must provide their *own* current tagged and tested power leads and power boards with circuit breakers.
21. The Stallholder Coordinator will allocate your site location and advise you of this prior to the event.
22. The event will proceed in any weather unless it is deemed dangerous to the public.
23. The Slice of Haven Committee reserve the right to accept or refuse any application.

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Date: _____