

## Williamstown Highland Celtic Gathering – Terms & Conditions 2024 – Stall Holders

<b>1. Application for Stall Sites:</b>	<ul style="list-style-type: none"> <li>• Applications will open from 9 July 2024 preceding the event and will close on 20 October 2024.</li> <li>• All Applications for Stall Sites are to be made via the website at <a href="https://melbournehighlandgames.org.au/about-the-games/book-a-stall/">https://melbournehighlandgames.org.au/about-the-games/book-a-stall/</a> through TryBooking, with the Terms &amp; Conditions to be read and noted.</li> <li>• Stall allocation will be made by the Committee and all allocations will be confirmed with the Stall Holder. This fee may vary depending on size of the site and whether power is required.</li> <li>• Payment to be made at the time of booking.</li> <li>• Certificate of Currency for Public Liability Insurance for \$20,000,000.00. In the case of Food Outlets, a copy of your Food Safety Certificate must also be returned.</li> <li>• Fees &amp; Certificates must be received by <b>Sunday, 20 October 2024</b>. Where Stall Site Fees are not paid or Certificates not received by the nominated date, sites may be re allocated.</li> </ul>
<b>2. Site Fees:</b>	<ul style="list-style-type: none"> <li>• A Standard Stall (3m frontage) is \$100.00</li> <li>• A Large Stall site (6m frontage) is \$200.00</li> <li>• A Trailer site (9m frontage) is \$300.00</li> </ul>
<b>3. Trading days and hours:</b>	<ul style="list-style-type: none"> <li>• Saturday, 28 October 2023, from 10:00 am to the Gathering conclusion at 3:00 pm.</li> <li>• Stallholders must conduct business from the stall at all times during the trading hours.</li> <li>• The Melbourne Highland Games &amp; Celtic Festival Committee will have all site allocations finalised the week prior to the event.</li> </ul>
<b>4. Temporary basis:</b>	<ul style="list-style-type: none"> <li>• The right of occupation of a stall at the event is a temporary licence and occupation of the stall will only be as a casual stallholder during the event.</li> <li>• The Committee has absolute discretion to grant or revoke this right at any time.</li> <li>• The Application Form for a site does not guarantee acceptance.</li> <li>• Preference will be given to stalls with a Scottish/Celtic content and good presentation and is at the discretion of the Committee.</li> </ul>
<b>5. Site position at Venue:</b>	<ul style="list-style-type: none"> <li>• The actual location of the stall at the event will be at the Committee’s discretion and may change from time to time.</li> <li>• It is the stallholder’s responsibility to ensure their stall (including guide ropes and other attachments) fit on the site applied for and allocated to them.</li> <li>• All marquees must be appropriately weighted down. No pegging is allowed at the venue.</li> <li>• Stallholders not complying may, at the discretion of the Committee, be asked to comply or dismantle and remove their stall from the grounds.</li> <li>• Trailer sites are available in the Food Court area outside.</li> </ul>
<b>6. Use of the stall:</b>	<ul style="list-style-type: none"> <li>• Stallholders must only use and occupy the stall for retail sale of products as described by stallholder on the application form.</li> <li>• Other stallholders may be permitted to conduct a similar business at the event.</li> <li>• All goods and merchandise offered for sale or sold by stallholders must comply with relevant safety and compliance standards.</li> <li>• If this is the stallholder’s first application to the Aberdeen Highland Games, a photo of the stall goods for sale must be forwarded with the application.</li> </ul>
<b>7. Stall Equipment:</b>	<ul style="list-style-type: none"> <li>• The event or Committee does not provide any furniture or stall weather protection. Marquees can be arranged if required by contacting the Stalls Coordinator.</li> </ul>
<b>8. Timing for Loading and Unloading:</b>	<ul style="list-style-type: none"> <li>• <u>Day Before</u>: from 4:00 pm onwards or as soon as event area is deemed safe for vehicles.</li> <li>• <u>Morning of</u>: Between 7:00 am and 9:00 am.</li> <li>• <u>Evening Following</u>: the official closing of the Gathering (4:00 pm onwards) or as soon as event area is deemed safe for vehicles.</li> <li>• All vehicles must be out of the venue or parked by 9:00 am. Vehicle movement is prohibited on the grounds during trading hours and will be controlled by Security.</li> </ul>
<b>9. Payment Method:</b>	<ul style="list-style-type: none"> <li>• Stallholders must book and pay as required through TryBooking prior to the event at the time of booking.</li> </ul>

<b>10. Clean and Proper Condition</b>	<ul style="list-style-type: none"> <li>• Stallholders must conduct themselves in a proper, polite and orderly manner at all times and keep noise to a minimum.</li> <li>• Stalls must be kept in a clean and tidy condition and remove all rubbish from site prior to departure.</li> </ul>
<b>11. Insurance:</b>	<ul style="list-style-type: none"> <li>• Stallholders must take out and maintain adequate product insurance at all times and a minimum \$20 million Public Liability policy. A Certificate of Currency for Public liability Insurance must be lodged with the notice of acceptance and invoice with the Committee and sent directly to the Stalls Coordinator at <a href="mailto:stalls@melbournehighlandgames.org.au">stalls@melbournehighlandgames.org.au</a></li> </ul>
<b>12. Subletting and Sharing:</b>	<ul style="list-style-type: none"> <li>• Subletting or sharing of sites is not permissible without the prior written consent of the Committee.</li> </ul>
<b>13. Weather:</b>	<ul style="list-style-type: none"> <li>• The Committee will not be responsible for trade affected by weather conditions.</li> <li>• The Committee will not bear any responsibility for application refunds for cancellation either by traders or the Committee due to weather.</li> </ul>
<b>14. Cancellation of booking:</b>	<ul style="list-style-type: none"> <li>• Cancellation of bookings within 2 weeks prior to the Games will result in forfeiture of booking fee, or in extenuating circumstances at the discretion of the Committee.</li> </ul>
<b>15. Raffles/Guessing Competition:</b>	<ul style="list-style-type: none"> <li>• No raffles or guessing competitions to be conducted at the Games without prior Committee consent.</li> </ul>
<b>16. Electricity:</b>	<ul style="list-style-type: none"> <li>• The following needs to be considered with the supply of and use of electricity,</li> <li>• The Committee is the supplier, and the authority of the electricity generator operator is absolute. In certain circumstances this authority overrides the confirmation of appliances tagged and tested.</li> <li>• Private generators are <b>not to be used</b> unless authorised by the Committee or the electricity generator operator.</li> <li>• You must advise what power plugs you will be using to ensure that the electricity generator operator has such items to hand. Schedule provided with application.</li> </ul>
<b>17. Smoke Free Area:</b>	<ul style="list-style-type: none"> <li>• Stall holders must comply with the “Smoke Free Outdoor Area Policy”</li> </ul>
<b>18. Food Stalls:</b>	<ul style="list-style-type: none"> <li>• Any loss of perishables will be the sole responsibility of the stall holder. The Committee will not be responsible for the loss of any perishables for any reason.</li> <li>• Glass containers and bottles are not permitted on the grounds.</li> <li>• In Victoria, all food premises are required to have a Food Act 1984 registration from their registering council before selling food. This includes fixed premises, such as cafes and restaurants – but also temporary and mobile food premises such as a market stall or a food van.</li> <li>• You must register your temporary or mobile food premises using <b>FoodTrader</b>. This will allow you to: <ul style="list-style-type: none"> <li>○ apply for a Food Act registration or notification with your registering council</li> <li>○ manage your registration</li> <li>○ lodge SOTs for each of your events</li> <li>○ FoodTrader website <a href="https://foodtrader.vic.gov.au/">https://foodtrader.vic.gov.au/</a></li> </ul> </li> <li>• Relevant websites: <a href="https://www.health.vic.gov.au/food-safety/food-trucks-and-market-stalls">https://www.health.vic.gov.au/food-safety/food-trucks-and-market-stalls</a> and <a href="https://www.melbourne.vic.gov.au/business/permits-and-approvals/hospitality-businesses/Pages/temporary-mobile-food-premises.aspx">https://www.melbourne.vic.gov.au/business/permits-and-approvals/hospitality-businesses/Pages/temporary-mobile-food-premises.aspx</a></li> </ul>
<b>19. COVID-19</b>	<ul style="list-style-type: none"> <li>• It is the responsibility of each stall holder to be current with and to adhere to all applicable COVID-19 regulations in force at the time of the Games.</li> </ul>
<b>20. Entry Tickets</b>	<ul style="list-style-type: none"> <li>• Two Complimentary Entry Tickets come with each stall site. In the case of Clan Societies and Community Groups, there are four Complimentary Entry Tickets.</li> <li>• Additional Stall Helper tickets can be purchased at \$15.00 per ticket.</li> </ul>