



Cowra Festival

of International
Understanding

GUEST NATION – JAPAN
15–17 March 2019

2019 Festival | Carnival Stallholder

28th March 2019 | Bryant Park

About the Carnival

The Cowra Festival of International Understanding is a unique celebration of peace, friendship and diversity to be held from Friday 15th March – Sunday 17th March 2019. We are currently preparing for our 2019 celebrations with our Guest Nation – Japan

We wish to invite you and your organisation to participate in the Festival Carnival

The Carnival will be held on **SATURDAY 16 MARCH 2019** in Bryant Park following on from the Street Parade. The Carnival will operate from 3pm – 8pm.

The Carnival will incorporate Stage Activities, Japanese Cultural Activities and performances, the Annual Duck Race, youth and family competitions, performances, kids' rides, grown-up's rides and a fireworks display. (Please note all activities are TBC and the program will be finalised in February). We are hoping to attract a variety of stalls and displays, featuring both our Guest Nation (Japan) and a variety of other local organisations and businesses.

Site fees start at \$40.00 for an unpowered site and \$60.00 for a powered site, (payable when lodging the registration form attached).

Stallholders are asked to be self-sufficient with tables, chairs, shade, signage etc. Limited power will be available and must be pre-booked, noting a maximum of two outlets per stall. You will need to supply Public Liability Insurance. If you are a food trader, you must comply with all Council and Government Regulations. Please complete the attached registration form and return it along with your fees. Note that whilst we will try to accommodate everyone, applying does not guarantee acceptance. Also note that we cannot guarantee mutual exclusivity, nor can we take responsibility for any loss of income due to cancellation caused by wet weather or other circumstances beyond our control.

You will be notified of your acceptance by 28 February and provided with site plans and bump in instructions prior to the day.

Warm regards,

Meredith Burton
Festival Coordinator

**FESTIVAL CARNIVAL
SATURDAY 16th March 2019**



Stallholder Registration Form

Name of Individual / Organisation / Group			
Contact Person			
Address			
Contact details	P	M	E
Description of Stall Please provide details of your stall's type of food or product. Eg. BBQ, gourmet produce etc.			
Site Dimensions A standard stall site is 3m x 3m and double sites are 6m x 3m.		Please tick site required: <input type="checkbox"/> \$40 Single Unpowered <input type="checkbox"/> \$60 Single Powered <input type="checkbox"/> \$80 Double 6 x 3m Unpowered <input type="checkbox"/> \$120 Double 6 x 3m Powered	
Powered Sites There is limited power available to stallholders - maximum two outlets and no power boards		Please list each item of equipment (eg. Urn, slow cooker) and specify rated amps or rated watts (eg 10 amp, 15amp, 2400 watts) for each item you intend plugging in at the site:	

* **Please note: This form is an expression of interest only and acceptance as a stallholder will be at the discretion of the Festival Organisers.**

* **Please read the conditions overleaf, sign and return this along with your stallholder fee and insurance no later than February 22nd, 2018.**

SUMMARY OF CONDITIONS FOR EXHIBITORS / STALLHOLDERS

- All sites must be paid for in advance
- All organisations must supply \$20,000 Public Liability Insurance
- Food vendors must be registered with Cowra Shire Council (form attached) and comply with all NSW Government Health Regulations.
- You must pre-register for power. No electrical equipment will be supplied. All electrical items you bring along must have a current test and tag.
- Any gas bottles must be safe and compliant with current regulations.
- You must supply all of your own equipment.
- You will be given bump in instructions prior to the festival. Please follow the instructions. No vehicle movement will be permitted on site during the operating hours of the festival.
- We are seeking a variety of traders and exhibitors however we cannot guarantee mutual exclusivity.
- Festival Organisers and Cowra Council are not responsible for loss of trade due to cancellation due to wet weather or any other circumstances beyond our control.

PLEASE COMPLETE THIS SECTION AND RETURN WITH YOUR APPLICATION

I have read and acknowledge the conditions above.

I have attached Public Liability Insurance Certificate of Currency for a minimum of \$20 million.
 Payment for site fees as applicable.

Signed _____ Date _____

Print Name _____

PAYMENT METHOD

- Cheque Please make cheques payable to **Cowra Shire Council**
Send application form, payment & copy of public liability to: Festival Coordinator, Cowra Council, Private Bag 342, Cowra NSW 2794
- In Person Cowra Shire Council, 116 Kendal Street, Cowra NSW 2794

For Office Use Only

Date _____ Receipt No _____ Amount _____ Public Liability enclosed

Site Fee Paid \$40 Single Unpowered \$60 Single Powered
 \$80 Double 6 x 3m Unpowered \$120 Double 6 x 3m Powered

Enquiries can be emailed to festival@cowra.nsw.gov.au

Please complete this form and return by Friday 22nd February 2019