

Hunter Valley Kombi Festival 25 March 2023 | Saltire Estate

Stallholder Terms and Conditions

1.0 Application for Stall Sites

Applications will open from 1st October 2022 and will close on 11 March 2023.

Stall applications are accepted at the discretion of the HV Kombi Festival Management Committee. Committee decisions are final.

Applications for Stall Sites are to be made via the festival website www.hvkombifest.com.au with the Terms & Conditions noted. By making an application for a stall space, the stallholder accepts the terms and conditions outlined here.

1.1 Stall Fees

Retail –

Standard 3mx3m space = \$60.

Food Truck/Stall –

Standard 3mx3m space = \$90.

Stall extensions up to 9m are \$60. Eg. 3mx6m = \$150.

Fee for Electricity is \$25.00. Additional fees apply on some electrical appliances.

If approved, stallholders will receive confirmation via email and an invoice for the full stall fee to be paid within 14 days. Payment must be accompanied by a current Certificate of Currency for Public Liability Insurance.

Where Stall Site Fees are not paid by the nominated date the site may be re-allocated.

1.2 Trading days and hours

10am – 4pm, Saturday 25 March 2023.

Stallholders must conduct business from the stall at all times during the trading hours. The HV Kombi Festival Management Committee will allocate space and distribute a site plan to stallholders by 1 week prior to the event.

1.3 Temporary basis

The right of occupation of a stall at the event is a temporary license. Occupation of the stall will only be as a casual stallholder during the event.

The Committee has absolute discretion to grant or revoke this right at any time.

Completion of the Application Form for a site does not guarantee acceptance.

Preference will be given to stalls with retro content fitting of the event theme/well-executed presentation and is at the discretion of the Committee.

1.4 Venue

The actual location of the stall at the event will be at the Committee's discretion and is subject to change. 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. Stallholders not complying may, at the discretion of the Committee, be asked to dismantle and remove their stall from the grounds.

1.5 Use of the stall

Stallholders must only use and occupy the stall for retail sale of products as described by stallholder on the application form. Other stallholders may be permitted to conduct a similar business at the event. All goods and merchandise offered for sale or sold by stallholders must comply with relevant safety and compliance standards. If this is the stallholder's first application to the HV Kombi Festival a photo of the stall goods for sale must be forwarded with the application.

1.6 Stall Equipment

For the safety of stallholders and patrons, stallholder tents must be grounded securely with pegs and weights.

1.7 Access times for Bump In & Out

Friday 24th March from 1pm-5pm.

Saturday 25 March from 7am-10am & 4pm-7pm

Vehicles are prohibited from driving on the grassed event area and irrigation lines must be avoided when pegging. Lines will be marked. If a line is pierced by the stallholder, additional costs may apply. For more information please contact Estate Manager, Mercedes Mendoza on 02 4058 3088.

1.8 Payment

Stallholders will be issued an invoice payable to Saltire Estate (venue), which can be paid via credit card.

1.9 Clean and Proper Condition

Stallholders must conduct themselves in a proper, polite and orderly manner at all times and keep noise to a minimum. Stalls must be kept in a clean and tidy condition and remove all rubbish from the site prior to departure.

1.10 Insurance

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 application.

1.11 Sub Letting and Sharing

Subletting or sharing of sites is not permissible without the written consent of the Committee.

1.12 Weather

The Committee will not be responsible for trade affected by weather conditions. The Committee will not bear any responsibility for application refunds for cancellation either by traders or the Committee.

1.13 Cancellation of booking

Cancellation of bookings within 4 weeks prior to the Festival will result in forfeiture of booking fee, or in extenuating circumstances at the discretion of the Committee.

1.14 Competitions

No raffles or guessing competitions to be conducted at the Festival without Committee consent.

1.15 Electricity

The following needs to be considered with the supply of and use of electricity, The Committee becomes 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.

Private generators are not to be used unless authorized by the Committee or the electricity generator operator. A basic charge of \$25.00 applies for electricity. Additional charges may apply depending on the equipment you will be using. Full details required.

1.16 Smoke Free Area

Smoking is permitted only in the allocated and signposted area.

1.17 Food Stalls

Any loss of perishables will be the sole responsibility of the stall holder. The Management Committee will not be responsible for the loss of any perishables for any reason.

Saltire Estate promotes the responsible consumption of alcohol. Conditions of entry to this event include the Saltire Estate House Policy that will be signposted at the entry to the event.

Stallholders are required to comply with the Food Act (NSW) 2003, the NSW Food Regulation 2010 and NSW Food Authority Guidelines for food businesses at temporary events.

Relevant websites: www.foodstandards.gov.au and www.foodauthority.nsw.gov.au