

TULIP TIME

CREATING MEMORIES

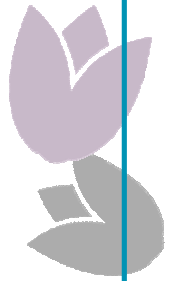
18 SEPTEMBER TO 1 OCTOBER 2018

Stallholder Expression of Interest

ABOUT TULIP TIME

Hosted by Wingecarribee Shire Council and managed through its Tourism & Events Branch— Destination Southern Highlands— Tulip Time (TT) has grown into one of Australia's premiere floral festivals with 110,000 tulips bulbs and 25,000 annuals being planted throughout the Shire, delighting the 65,000+ visitors to the Highlands. Of these, 35,000+ visit the 14 day festival in Corbett Gardens, Bowral to enjoy the display of massed planted and colourful tulips and the full and varied program of events celebrating the arrival of Spring in the Highlands .

Tulip Time visitors come predominantly from regional NSW, Sydney and Canberra. On week-end numbers are boosted with many locals and families attending



TULIP TIME STALLS

One of the attractions of the two week Festival in Corbett Gardens is the festival stalls featuring a variety of local and regional fresh and artisan products.

Each 3x3m stall space has 3 fixed sides and includes 1 trestle table, 2 chairs and a professional business sign produced by TT. A separate charge applies for the provision of power.

Stalls run throughout the festival with additional stallholders on weekends.

Stallholders are invited to express an interest in hiring a Tulip Time stall. Applications are assessed with a view to ensuring a range and variety of products and services are provided for visitors.

STALL COSTS

- 14 day stall (18 September to 1 October) \$1,980 inc gst
- Weekend stall (23&24 September) \$605 inc gst
- Long weekend stall (29 September—1 October) \$902 inc gst
- 2 weekend package (5 weekend days) \$1,350 inc gst



CONTACT

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FREQUENTLY ASKED QUESTIONS

What do I need to supply with my EOI?

1. A completed signed Application form
2. A completed Risk Assessment form
3. A current certificate of Currency for Public Liability. (If this expires prior to TT, an updated certificate will be required before trading can commence.)
4. The required 20% deposit either via credit card, cheque or direct deposit. If your EOI is unsuccessful, your deposit will be refunded.

How do I pay for my stall?

On confirmation of your EOI for a TT stall, an invoice will be issued for remainder of the fees due and instalment payment dates.

Can I have a larger stall?

Yes, Fees are based on 3x3m spaces or multiples thereof.

Is power available in my stall?

Limited power is available. If you require power, this should be requested on the application form. A charge applies for the supply of power.

What hours that I am expected to trade?

Sundays to Fridays: 9am to 4pm

Saturdays: 9am to 5pm

Can I access my site with a vehicle?

No. No vehicles are permitted to enter the park unless authorised by TT. All goods/equipment need to be trolleyed into the park.

When can I bump in?

From 6.00am on your first day of trading ie Tuesday 18/9, Saturday 22/9 Saturday 29/9. At that time in the morning parking is easier on the streets adjacent to the park. Vehicles will need to be moved as parking restrictions apply from 9am.

Can I bring my own stall/marquee?

No. To ensure marquees are structurally sound and safe, and the integrity of the park is maintained, all marquees are provided as part of the stallholder fee.

What happens if it is windy or rains during the festival?

In extreme weather, and conditions are deemed to be unsafe, TT reserves the right to close the gardens.

Is parking provided for stallholders?

No, parking is not provided. A map indicating parking areas around the area is available.

Do I need to pack and remove items from my stall at the end of each day?

No, a security guard is employed to patrol the gardens overnight. However all cash should be removed from your stall overnight and marquee securely closed. TT takes no responsibility for stolen items.

Can I take up space beyond my stall?

Small non-intrusive items (eg small table, clothing rack, display stand) may be placed outside stalls as long as these are secured and do not extend more than 1m from the allocated stall space. No A-frames are permitted.

Can I hire extra furniture or equipment for my marquee?

Yes, If you require additional chairs, tables, flooring etc contact YES (Your Event Solutions) directly on T: 02 2889 6900.

TERMS AND CONDITIONS

General

1. TT reserves the right to allocate or change site positions. Where possible, requested site locations will be considered; but not guaranteed.
2. TT reserves the right to reject or remove inappropriate signage and request the removal of products being sold not listed in the 'Description of Goods' section of the application.
3. Stall holders are required to trade during the opening hours of the festival daily.
4. No goods or equipment are to be placed more than 1m in front of designated stall space. No A-frame signs are permitted.
5. TT is not responsible for items left behind or stolen from the grounds.

Cancellations and Refunds

6. TT reserves the right to refuse or cancel any booking with no refund for failure to comply with the noted Terms and Conditions.
7. Should you no longer be able to attend the event, you must notify TT as soon as possible. In the instance that the site is able to be rebooked; a refund of monies paid maybe available, less a handling fee of \$75.

Legal Obligations

8. Evidence of \$20million current public liability insurance is required.
9. TT and Wingecarribee Shire Council are to be indemnified against liabilities, damages and claims. Stallholders are entirely responsible for ensuring that all WH&S obligations under the statute and general law are met.
10. Once the stallholder application is signed and dated it becomes a legally binding document.

Health & Safety Conditions

12. No items likely to be a risk to the public are to be placed outside the stall or site area Eg A-frames
13. All electrical appliances, extension cords, adaptors brought to TT must be tagged by a qualified electrician.

Waste Management

14. Wingecarribee Shire Council has adopted a Sustainable Events Management Policy, which encourages stall holders to actively seek ways to minimize their impact on the environment i.e. packaging. Stallholders are required to abide by TT's environmental and waste removal requirements. A fee will apply for non compliance.
15. Stallholders must use the stallholder designated bins for the disposal of their waste/packaging.
16. Alternatives to plastic carrier bags are to be provided to customers.

Temporary Food Premises

17. Under the NSW Food Act 2003, all temporary food handling businesses in NSW are required to provide their details to the NSW Food Authority.
18. No alcoholic beverages are to be sold at TT.
19. Stallholders required to provide recyclable disposable eating utensils for use by customers.
20. Adherence to Council's Temporary Food Premises which defines minimum acceptable standards for the construction and hygienic operation of food premises is required.