

Green Heart Fair

Sunday, 27 May 2012 • 7th Brigade Park • Murphy Rd • Chermside

Market Site Application Form



CITYSMART
A Brisbane City Council initiative

Welcome

Please find attached an application form for the Green Heart Fair, May 2012. This Festival will be held at the 7th Brigade Park, Murphy Road, Chermside on the 27th of May 2012 from 10am to 3pm.

Please Read the Following as it contains important information regarding your application.

PLEASE NOTE: This application must be in by the 27th of April along with any fees payable so we have time to process all information.

You will be notified no later than the 14th of May if your application has been successful. If you are not successful your application will be returned along with a full refund.

Past participation in this Festival will not automatically guarantee you a position this year. The quality of this Festival continues to grow, so the following will be taken into consideration.

Firstly, handmade articles will take priority over mass produced goods. The presentation of your stall will also be considered, the more interesting your presentation the better your chance of getting in.

All stalls must send a photograph of the stall as you wish it to look on the day. This also applies to the Food Stalls.

Power requirements will also be taken into account this year as we have limited power available on site, so if you can rearrange your power requirements to minimise power usage or use gas, you will have a better chance of being accepted.

Every food stall must have Public Liability Insurance, Temporary Food Licence (if applicable – check with Brisbane City Council if unsure on 07 3403 8888) as well as Product Liability if applicable. With all food applications, ALL equipment you are using at the event must be listed on the attached form or it will **NOT** be plugged in. All appliances must have **up to date electrical tags**. This also applies to non-food stalls requiring power.

No refunds will be given after the 14th of May 2012.

If the event is **cancelled** on the day due to bad weather or other circumstances, beyond our control, part refunds will be given. However if the event goes ahead in inclement weather and you choose not to attend, no refund will be given.

When you have been accepted we will also send you out a map and further information about the day.

Kind Regards

Market Minx Event Management & Consultant

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Contact Person	<input type="text"/>		
Trading or Business Name	<input type="text"/>		
Postal Address	<input type="text"/>		
		Postcode	<input type="text"/>
Phone Number	<input type="text"/>	Fax	<input type="text"/>
Mobile Phone	<input type="text"/>	Email	<input type="text"/>
Vehicle/Trailer Rego Number <i>*Must be the vehicle/trailer used on the day</i>	<input type="text"/>		
Stall Size	<input type="text"/>	How long do you need to set up?	<input type="text"/>
Description of Goods <i>*Food Stall operators please list beverages and foods you intend to serve.</i>	<input type="text"/>		
Do you attend other markets or festivals?	<input type="text"/>		
Do you have any special requirements?	<input type="text"/>		
Do you have Current Public Liability Insurance?	YES* <input type="checkbox"/>	NO <input type="checkbox"/>	*Please attach a copy with this application

Food Stall Operators

Do you have your own generator? YES NO

Do you require water? YES NO

Are you classified as a mobile food business?
If so please supply a copy of current mobile food business licence

Do you have Product Liability Insurance? YES NO

Have you completed a Temporary food stall Application for Brisbane this calendar year? YES* NO

*If yes please give details inc date and which event.

YES NO

YES NO

YES NO

YES NO

YES* NO

Comments

If no, or not sure if you need a Licence, please call the **Brisbane City Council (07) 3403 8888**

**We require a photocopy of any Licences held to be attached on return of this application*

FOOD STALL OPERATORS AND OTHER POWERED SITES ONLY

MUST READ and COMPLETE

All electrical equipment must have a current Electrical Tag (Test and Tag) attached.
 Any equipment not listed on this form will not be used on the day.
 An electrician will inspect your stall and check your equipment against what is included on this form.
 Please fill in the following information for each piece of equipment you will be using.

2400 watts is 10 amp and 3600 watts is 15 amp

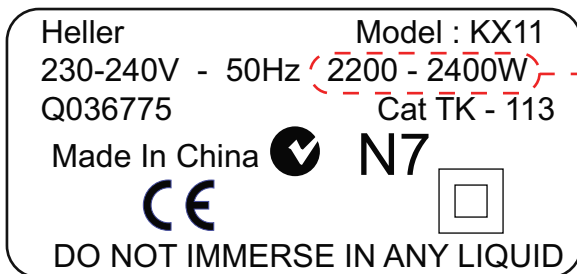
Every piece of equipment **MUST** be listed and the following information is mandatory

Description: Please tell us what it is, eg. Urn, cash register, cold room, stove, hot plate, etc.

Watts/Amps: On every piece of equipment a compliance plate will be visible, on this plate information about the wattage or amperage will be found eg, 50Hz 700w see here.

Test and Tag: All equipment must also have a current electrical tag. The information must be up to date and includes the following Tag Number, Test Date, and Test Due Date, see here

All this must be included on the form below



	Licence Number
Model Number	Serial No
TEST DATE 1 / 6 / 06	NEXT TEST 1 / 9 / 06
PLACE LEAD HERE	
<div style="background-color: black; color: white; padding: 5px; font-weight: bold; font-size: 1.2em;">CAUTION</div> <small>Some very small white writing placed in this general area</small>	
<div style="border: 1px solid black; padding: 5px; font-weight: bold;">TAG NUMBER</div> <div style="font-size: 1.5em; font-weight: bold; text-align: center;">008230</div>	
APPLIANCE TEST TAG	

	DESCRIPTION	WATTS/AMPS	TEST AND TAG	
			TEST DATE	DATE DUE
EG	kettle	2400w	1 / 6 / 06	1 / 9 / 06
	1			
	2			
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			

Remember, only tested and tagged appliances and equipment listed on this form will be allowed on the day, no other items will be allowed

Stall Trading Name		Stall Number	AREA
Signature	office use only	Requested	<div style="border: 1px solid black; width: 100px; height: 20px;"></div>

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SITE FEES

PART 1 *SITE FEE inc GST		
SIZE & TYPE	PRICE	TOTAL
CRAFT STALLS		
3 X 3	\$70	
4.5 X 3	\$100	
6 X 3	\$130	
FOOD STALLS		
3 X 3	\$135	
4.5 X 3	\$185	
6 X 3	\$270	

SITE FEE TOTAL \$

PART 2 *POWER FEE inc GST			
SIZE	PRICE EACH	NUMBER REQUIRED	TOTAL
10 AMP	\$65	X	\$
15 AMP	\$75	X	\$

POWER FEE TOTAL \$

PART 3 *CALCULATE COST	
SITE FEE TOTAL	\$
POWER FEE TOTAL	\$

TOTAL FEE inc GST \$

Please remember this application, along with full payment, must be received by Friday, 27th April 2012 to be considered for a place in the event. Due to limited spaces this event is by invitation only and a completed application form does not guarantee a place in the event. If your application is unsuccessful your payment will be returned. If you cancel, an administration fee will be deducted.

Please return this form along with full payment and any extra forms required to **MARKET MINX - PO BOX 779, NERANG Q 4211**
All forms must be received no later than Friday, 27th April 2012

Signed _____ Date _____

SIGN HERE

Check List

Have you included the following?

1. Completed application form
2. Copies of any insurances
3. Copy of any Licences
4. A photograph of your stall
5. Payment

Office use only

DR	CH \$	B
MO	CNO	
CA	BSB	
EFT	ACC	