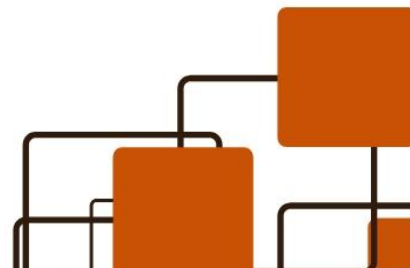


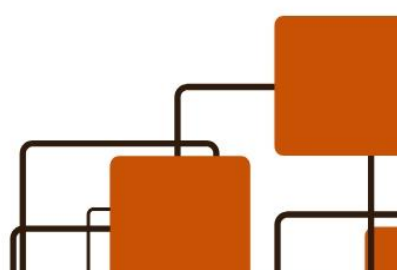
2019 **RODDEO**
Mooloolah

STALL HOLDER
INFORMATION
PACK



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About Mooloolah Rodeo

The Mooloolah Rodeo is building to an annual event on the National Rodeo Association (NRA) calendar, a great boost to the Mooloolah region. Gates will open between 2-3pm with food, market stalls and children's activities. The Rodeo Events will be bulls, broncs and saddleback events in Professional, Novice and Junior classes. On the completion of the main Rodeo events there will be live music with the entire event finishing by 11pm. Previous Mooloolah Rodeos have attracted crowds in excess of 7000 into Mooloolah for the evening.

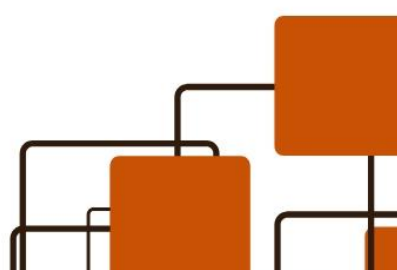
We invite stall holders and Community groups to participate in Mooloolah Rodeo 2019. This is your opportunity to showcase your group/product to our community.

Who We Are

The Mooloolah Rodeo 2019 organising committee is a group of community focussed individuals who volunteer their time to organise one of the biggest events in Mooloolah and surrounds. Our volunteers come from:

- Local business operators;
- Mooloolah State School P&C; and
- Mooloolah Pony Club.

The Mooloolah Rodeo management is the direct responsibility of Shona Hume (PH: 0412 737 574) and Lisa West (PH: 0419 701 028). All written enquiries should be sent to info@mooloolahrodeo.com or contact Shona or Lisa by phone.



Stall Holder General Information

In general availability at Mooloolah Rodeo and acceptance or non-acceptance of applications will be at the sole discretion of Mooloolah Rodeo Management (here-in referred to as “Management”) and will be based on the information given by the applicant on their application, meeting the approved product criteria, quality, product distribution, diversity (market mix) and availability.

Any site fee listed is for the space specified - it does not include any marquee, tables or other equipment. You are welcome to be in the open air but please consider that the event will be run in winter and dew will settle during late afternoon and into the evening, so the use of marquee tent is advised.

Powered site allowed access to one 220VAMP power point that will be run from a generator..... No 15AMP powered sites can be catered for.

General Stall (non-food) – For profit organisations/businesses

The Mooloolah Rodeo 2019 is an event that will provide our visitors with an opportunity to show some of the best of our incredible local designers/artisans in outdoor areas. We are looking for a range of creative, high quality products to be sold in our Market Stalls. There will be limited places for stalls selling the same type/s of products. This ensures that our stall holders receive optimal benefits of attending our event. We are offering a range of stall options to cater for all types of businesses.

Single Site (3m x 3m) \$50 site fee.

Double Site (3m x 6m) \$100 site fee.

Powered Site additional \$100

Community Services and Groups Stall (non-food) – Non-profit

Our event attracts a strong local customer base and we are encouraging local groups that are community oriented, including sporting, scouts, arts and gardening groups etc. Our Community Services and Groups stalls are provided at no charge to appropriate organisations, we encourage your organisation to include a free, interactive activity for our patrons. Handouts about the service or group are also welcome.

Single Site Size (3m x 3m) – no cost.

Please enquire about availability if requiring more space for your activity, this may incur a small fee.

You may be able to access power, if required, but this will incur a \$50 generator fee.

Food Stall

Your application for a stall at the Mooloolah Rodeo will be assessed against the vision for the rodeo to become a distinctive local Mooloolah event. Your product will also be considered against duplication and the standard of product to ensure the event maintains quality and diversity in the type of goods permissible. Please declare all products you intend to sell. As this event is run on the Mooloolah Horse and Pony Club grounds they have specified that there to be no direct competition to hamburgers.

Single Site (3m x 3m) \$150 site fee.

Double Site (3m x 6m) \$200 site fee.

Powered Site additional \$100

If you have your own power generator(s) please advise as we need to locate your site where the noise/exhaust will not adversely affect the event or it’s patrons. Please read the Stall Holder Rules and Regulations, paying particular attention to the Food Stalls section for more details on your requirements for attending our event.

Stall Holder Rules and Regulations

Applications

Acceptance and non-acceptance of applications will be at the discretion of Mooloolah Rodeo Management (here-in referred to as "Management") and will be based on the information given by the applicant on this application, meeting the approved product criteria, quality, product distribution, diversity (market mix) and availability.

Management reserves the right to reject applications and not enter into any correspondence or otherwise explain the reasons for its decisions. All decisions made by Management are final.

Stall rental and stall positions is totally at the discretion of Management.

Stalls cannot be transferred, sublet, franchised or sold to any other person, nor can they be shared without written approval.

Upon applying for a stall, stallholders agree that any images that they supply can be used to promote Mooloolah Rodeo. Stallholders must only provide images that are they own or have copyright thereof. Stallholders must also agree that they will exercise good judgement and always be respectful and courteous to Mooloolah Rodeo, fellow stallholders and customers on all platforms of social media.

Approved Products

It is the responsibility of the stallholder to ensure they conform to any safety and compliance standards pertaining to their product.

A stallholder may only offer for sale approved products which have been accepted by Management on the application form submitted by the stallholder.

To add new products, a request in writing is required with photos. Products can not be added to stall unless written approval is given by Management.

All products and stall presentation must be of a high standard.

Fees & Insurance

Stall fees are outlined in the Stall Holder Application Form and at www.mooloolahrodeo.com

Stall fees must be paid by due dates set by Management and failure to pay the stall fee on time is a breach of these regulations and all bookings will be cancelled.

Stallholders who pay by a cheque that is dishonoured will be charged an administration fee of \$15

Mooloolah Rodeo Event day(s)

Registered stallholders must be in attendance during the rodeo trading times as advertised at www.mooloolahrodeo.com

Stallholders must be in the market area 30 minutes prior to the Rodeo gate opening hours and ready to trade at the gate opening times and must continue trading until 7:30PM.

Vehicles may not move until after 8PM unless otherwise advised by Management.

Registered stallholders may apply in writing to Management to have a family member or employee man their stall. Approval will only be considered if the persons manning the stall have a degree of knowledge of the product and/or be involved in the making of the product(s).

Only non-profit organisations or sporting clubs will be allowed to run their own private raffle. Ticketing and raffle proceedings and must conform to art union rules and regulations.

Products and produce with faults must be clearly labelled and sold as seconds.

Cancellations and Refunds

Notification of non-attendance is required via direct contact with Shona Hume or Lisa West to allow neighbouring stallholders to spread out and fill in gaps. If no notification is given any monies paid will not be refunded.

A \$30 admin fee/cancellation fee will be charged if a booking is confirmed and then cancelled. A full refund (minus the \$30 admin fee) will only be paid or credited providing that more than two weeks' notice is given.

NO refunds are given for cancellations that occur within 24-hours days before the rodeo event, or for cancellations received on the rodeo event day.

Management is not responsible for adverse weather conditions, your market stall space will be reserved at the postponed event, if you are not able to attend please advise at least 14 days prior to the postponed event to ensure a full refund of site fees.

A request for a refund must be in writing within 10 days of the cancellation.

Adverse Weather

Stallholders may pack up their stall due to adverse weather conditions but may not move any vehicles unless permission is given by Management. You may leave the event via foot traffic at any time.

No refunds/credits are given for reduced trading hours on event days due to adverse weather conditions by the stallholder and/or Management.

In the instance that Management cancels the Rodeo Event at any time, management will make every effort to reschedule the cancelled event and all fees paid for that event will be transferred to the new date.

Management will not be held responsible for any loss including fees paid by stallholders, damage or injury whatsoever resulting from adverse weather conditions.

Occupational Health and Safety

Stallholders must drive within the event area at a safe speed that is no greater than 5km.

Vehicles are **not permitted to move** within the event area 30 minutes prior to the rodeo gate opening times. Stall holders may request to move their vehicles **after 8PM** with explicit permission from management only. Effective crowd control procedures around the movement of vehicles is required before any vehicle is permitted to move within or leave the event.

As advertised to the public and in the interest of health & safety, stallholders DOGS are not permitted at the event.

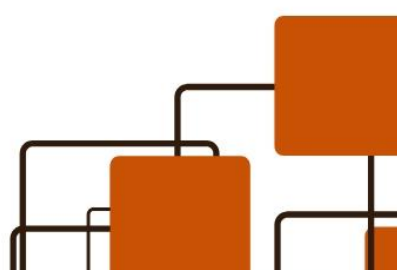
Smoking is not permitted at any market stall site, please use the Designated Smoking Area (DSA).

Waste and Rubbish Removal

Stallholders are required to remove their own rubbish and waste from their immediate stall location. Boxes & cartons must be removed from event area. Failure to do so may result in an imposed levy.

The waste bins provided at the event are for the general public use only.

Stallholders are responsible for leaving their site and surrounding area clean, tidy and undamaged.



Stall Set-up and Equipment

Stallholders must provide their own covers and stall set-up which must be good in presentation.

Management do not provide any stall equipment; they only provide site area.

All stall equipment including racks, tables, signage etc must be contained to the stall site boundaries. Public access ways must be clear at all times.

Tents, covers and all stall equipment must be erected securely and weighted or secured at all times, regardless of the weather.

All equipment must be in good repair and be operated in a safe manner.

Where access to power is required the stall holder will provide the extension cord to connect to generator. All powered equipment will be safety tagged tested and comply with all local, state and government regulations for powered equipment.

Food stalls

It is the Stallholders responsibility to apply to the local Shire/council (Health and Environmental Services department) and obtain and pay any registration required.

Stallholders must supply copies of registration with their local council as well as the council in which they are trading, including street-trader registration to Management.

Food stallholders must comply with any local, state & federal health regulations and food acts.

Stalls **MUST NOT** sell alcohol products or alcohol marketing material.

Failure to comply with health department standards and regulations may result in immediate closure of stall and future stalls may only be reinstated once Management are satisfied all standards and regulations have been adhered to.

Stallholders selling take away foods or drinks are permitted to sell plain bottled water capped at \$2 per bottle.

All food/drink samplings offered to patrons must be covered and protected from dirt/dust/insects.

Power/Gas Equipment

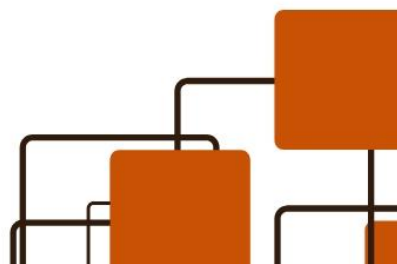
Powered sites are limited and power outlets may only be used with the permission of Management.

Stallholders must ensure that all electrical equipment and leads be tagged in compliance with relevant workplaces regulations.

Stallholders must ensure that all gas appliances are approved and in date.

Stallholders using gas/electrical appliances must have a suitable fire extinguisher or fire blanket on site.

It is the responsibility of the stallholder to ensure they conform to any safety and compliance standards pertaining to their equipment.



General- Stallholders Code of Conduct and Responsibilities

Stallholders must respond co-operatively to any direction given by Management in relation to the operation and occupation of their stall, equipment, goods and vehicle during operating times and any direction of a security or safety nature.

Stallholders must not act in a verbally or physically abusive, dangerous, or disruptive manner, this behaviour will not be tolerated and will result in immediate termination.

Stallholders must ensure their activities do not endanger the safety or security of any people at our event.

Stallholders must not cause damage, make alterations or additions of any nature to, or carry out works of any nature to event site property and that, if any damage is caused, the costs of any repairs, making good or replacement are borne by the stallholder.

Stallholders must comply with all the terms contained in these regulations and must comply with any changes to the event regulations, or any relevant local government and other statutory laws & regulations.

Stallholders must report to the Management any incident or accident to any person or property that involves loss or could be expected to give rise to a claim.

Warranties & Representations of Stallholders

The management permits the stallholder to attend the event in reliance on the following warranties and representations hereby made by the stallholder.

- The stallholder is the owner of the approved products with full power and capacity to sell absolute legal and beneficial ownership of the approved products to a third party without any encumbrance.
- The stallholder is not in reliance on any representation or statement made by the Manager that is not expressly contained in these regulations.
- The stallholder is responsible for obtaining all relevant permits and permits required to operate the stallholder's business and that all merchandise sold complies with all relevant safety and compliance standards and retails laws currently in force;
- The stallholder does not bring into the event any hazardous materials of substances; and
- The stallholder will comply with all of the terms contained in these regulations and will comply with any changes to the event regulations, or any relevant local government and other statutory laws and regulations.

Without limiting the generality of these terms, the stallholder acknowledges and agrees the manager is not liable for any claim or loss suffered or incurred by the stallholder in relation to or in connection with:

- Theft or damage of approved products, equipment or goods under the control of the stallholder or any other property of the stallholder at any time including times when the event is not open to public.
- Any failure by the stallholder to sell the approved products;
- Any journey from or to the event;
- Anything occurring off the event site, including anything that occurs at event; or
- Damage or injury to any property or person.

These limitation provisions are intended to replace any other terms, conditions, warranties and representations implied by statute or otherwise and, accordingly, all such terms are excluded unless the following applies. Certain legislation may imply warranties or conditions or impose obligations on the Manager which cannot be excluded, restricted or modified or cannot be excluded, restricted or modified except to a limited extent. The limitation provisions are subject to these statutory provisions. In particular, if the statutory provisions apply, the Manager's liability is not limited, in the case of any legislation that prevents any limitation the Manager's liability or, if the legislation does permit a limitation of liability, the Manager's liability is limited to the cost of the Manager refunding the Stall Fee.



Stallholder Indemnity

Without limiting the generality of any other provision of these regulations, the stallholder hereby indemnifies and holds the Manager harmless from and against all claims for Loss arising in connection with or in relation to:

- The Stallholder's occupation of the event;
- The sale or attempted sale of the approved products or any other products or services;
- Any injury or harm suffered by the stallholder;
- Any injury or harm caused to any property or suffered by any person as a direct or indirect consequence, in whole or in part, of any act or omission by the stallholder;
- Any loss of or damage to the stallholder's property regardless of the cause of that loss or damage;
- The death of any person of a consequence, in whole or in part, of any act or omission by the stallholder;
- Any breach of these regulations by the stallholder; or
Any legal costs on a full indemnity basis incurred by the Manager as a result of the stallholder's breach of these regulations.

Exclusion of Liability

The Stallholder acknowledges and agrees that the Manager makes no warranty or representation in relation to or in connection with the stallholder's occupation or use of the event. Without limiting the generality of this clause, the stallholder acknowledges and agrees that the Manager has made no warranty or representation in relation to or in connection with:

- The prospects of the stallholder for selling the approved products at the event;
- The stallholder's access to people visiting the event or the access those people have to the stallholder;
- The existence, number or quality of products that will compete with the approved products for the attention of prospective buyers;
- The existence or extent of services and/or facilities of any kind at the event;
- The position within the event that the stallholder will occupy;
- The suitability of the event for any particular purpose or the existence of any latent or patent defect at the event;
- The extent, if any, to which other visitors to the event might interfere with the stallholder's use of the event;
- The existence or extent of any advertising or promotional activity or material that may or may not be published or undertaken by the Manager;
- The existence or extent of any security measures undertaken to protect the stallholder, the approved products and/or the event against terrorist or other criminal activity; or
- The existence or extent of any security at the event;

Manager's Representations

The Manager's consent to the stallholder to attend the event does not convey to the stallholder any ongoing rights in relation to the event into the future and such approval can be terminated by the Manager at any time in writing and without any period of notice. The Manager reserves the right to undertake any of the following actions without notice:

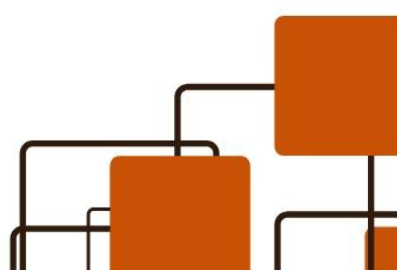
- Re-locate a stallholder to another stall within the event.
- Require the stallholder to remove from sale any goods or services offered by the stallholder which are not approved products; or
- Request that the stallholder undertake any reasonable measure which in the opinion of the Manager will improve the safety of the stall or to raise the level presentation of the stall and its products.



Termination

The Management reserves the right to withhold consent to a stallholder to occupy a stall at the event, to remove or to have removed from the event, a stallholder who is in breach or does not comply with the regulations, including where a stallholder:

- Fails to pay their stall fee in a timely manner;
- Fails to abide by the event's set up or pack up conditions;
- Fails to abide by the event's trading hours;
- Fails to abide by the terms and conditions of the event's rules and regulations;
- Fails to limit the products offered for sale to approved;
- Commits a criminal act at the event; or
- Behaves in a manner that breaches the event's Code of Conduct.



Stall Holder Application Form

Stallholder Contact Details

Non-Profit-Organisation or

Company Name

ABN

Contact Person Name

Contact Phone

Contact Email Address

Alternate Contact Name

Alternate Contact Phone

Postal Address

Vehicle Registration Number (s)

Any vehicle entering the Mooloolah Rodeo site
must be listed here

Website / Facebook

Declaration of Product or Service

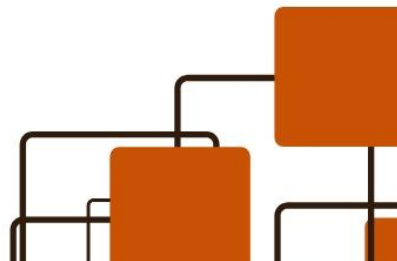
Your application for a stall at the Mooloolah Rodeo will be assessed against the vision for the rodeo to become a distinctive local Mooloolah event. Your product will also be considered against duplication and the standard of product to ensure the event maintains quality and diversity in the type of goods permissible. Please read the product criteria in our terms and conditions and declare all products you intend to sell.

Product Description

Food Stall

Yes, I will be selling food – you must attach a copy of your food licence and your food safety supervisor attainment to this application. For more information please refer to the attached terms and conditions.

No, I will not be selling food.



Public Liability Insurance

All Stallholders are required to hold a public liability in the name of the business listed above of not less than \$20 Million dollars that endorses the operation of an outdoor market. **Mooloolah State School P&C, Mooloolah Horse and Pony Club and Sunshine Coast Regional Council must be noted as an interested party. Please note:** without appropriate Public Liability Insurance, you will not be able to operate a stall at the Mooloolah Rodeo.

Insurance Company Name: _____

Policy No: _____

Amount of Cover Policy: _____ Due Date: _____

Check List

- I have read and understand the product criteria and terms and conditions and retained a copy for my records
- I have attached a certificate of currency for public liability insurance
- I have attached a copy of my Food License and Food Safety Supervisor Attainment (if applicable)

Agreement

I have read and understand the terms and conditions and retained a copy for my records and if my application is approved, I agree to comply with all regulations governing the Mooloolah Rodeo.

Applicant's Name _____

Signature: _____ Date: _____

Please forward this completed application and your support materials to:

Scan and email to: info@mooloolahrodeo.com Hand Deliver to: Shona at Mooloolah Meats

Please note: Applications must be presented and approved at least 72 hours prior to the date of the event.

OFFICE USE ONLY
<input type="checkbox"/> FURTHER SUPPORT MATERIALS ARE REQUIRED TO DETERMINE SUITABILITY Comments:
<input type="checkbox"/> APPLICATION NOT APPROVED Comments:
<input type="checkbox"/> APPLICATION APPROVED Conditions (if applicable):
Mooloolah Rodeo Manager: _____ Date: _____

