



Terms and Conditions

Old Bar Beach Festival 2023

- Function:** Old Bar Beach Festival
- Date:** Saturday 30th of September to Sunday 1st of October 2023
- Time:** Market Stalls- 8am to 5pm Saturday, 8am to 4pm Sunday required (refer to bump out times).
Commercial Food Stall- 9am to 9pm Saturday, 9am to 4pm Sunday required (exclusions apply).
- Venue:** Old Bar Reserve – Eastern End, Old Bar Road, Old Bar NSW
- Enquiries:** coordinator@oldbarbeachfestival.com.au or markets@oldbarbeachfestival.com.au

1. General Terms	p2
2. Market Stalls.....	p3
3. Commercial Food Stalls	p5
4. Safety.....	p6
5. Security Camping.....	p8
6. Other Information	p8

1. General

- General terms and conditions apply to all market stall holders, commercial food vendors, commercial food vans, kombi owners, classic owners and performers, who are participating in the 2023 Old Bar Beach Festival.
- **Refunds:**
 - Fees will not be refunded due to poor weather.
 - In the unlikely event that the festival is cancelled refunds will apply, but a 10% administration cost may be deducted.
- **Advertising:** The festival will be promoted locally and regionally on television, radio, print media and social media platforms. Attendance is expected to be over 30,000 over two days.



- **Photography:** The organisers may photograph or film and use photos or videos of any events and participants at the Festival. These photos may be used in the promotion of the Festival and the local community in any manner in any media format.
- **Animals:** Animals are not allowed on site. (This is a condition of Council's event approval)
- **Code of Conduct:** Please note that this is a community event with a festive atmosphere. There are many stall holders and events involved in the Festival with numerous people to coordinate. Festival management and volunteers endeavour to maximize the smooth movement of people through the premises, and we ask that you cooperate with volunteers and remain patient and polite on the day. Rude and aggressive behaviour towards patrons, organisers or volunteers will not be tolerated. There are no refunds for anyone asked to leave on the day due to poor behaviour.
- **Rubbish and Recycling:** It is policy of the Festival to recycle and reduce waste where possible. The Committee requests that all sites are left neat and tidy. All rubbish must be removed from sites and placed in the appropriate recycling or rubbish skip bins located near the amenities block.
 - Applicants that demonstrate similar values will be favoured.
 - Failure to comply with this request could lead to a cleaning fee and possible exclusion of market attendance in the future.
- **Disclaimer:** Whilst all care is taken by the organisers, Old Bar Beach Festival Inc. accepts no responsibility for any loss, injury or damage suffered by the event participants during the Festival.
- **Privacy Clause:** Old Bar Beach Festival Inc. will use information gathered for statistical, reporting and contact purposes, no personal information will be disclosed to third parties without the express consent of the individual.



2. Market Stalls

▪ Applications:

- Applications open now open.
- Applications may not be received or processed after the closing date. You are encouraged to apply early as stall sites are expected to fill quickly.
- Applications must be made online using the online forms at www.oldbarbeachfestival.com.au
- Applications will only be processed once payment is received.

▪ Payment and Cost

- **\$350 (inc. GST)** per unpowered site for both days (inc security camping).
- **\$400 (inc. GST)** per powered site for both days (inc security camping).
- Payment must be made via one of the following methods for an application to be processed.
 - **PayPal:** Applicants lodging forms online may pay securely via PayPal. PayPal payments are instant and will allow management to process your application sooner. Instructions will be automatically emailed to the applicant after completion of the online form. Please note that \$5.00 online transaction surcharge will apply to PayPal payments.

▪ Set Ups:

- **Stall Size:** Market Stalls: 6m x 6m
- **Bump in:** Will take place on the afternoon of Friday the 29th of September. There will be a small number of stalls permitted to bump in on Saturday morning if they cannot make the Friday. Security camping for your site is from Friday to Sunday evening.
- **Set up time:** Stalls are to be ready for a 8.00am start each day.
- This is an outdoor event and you will need to provide your own shelter, tables and chairs. Please also ensure that you take the appropriate measures in case of rain or wind. All marquees must be pegged or weighed down. There are limited sites that are located on asphalt where pegs cannot be used.
- Once set up, stall holders must be open and available for the whole day on Saturday and Sunday (8am – 5pm Sat, 8am-4pm Sun).
- Stall holders must be present for Saturday and Sunday. Make sure you have enough stock to cover both days. Failure to comply may result in exclusion from future events.



- Stallholders are not entitled to assign, share or sublet all or part of their site without written consent from the market coordinator.
- Stallholders shall not extend their displayed goods beyond the boundaries of their nominated site. It is not acceptable for stall holders to encroach onto the walkways with their racks, signage or displayed goods.

▪ **Stall Items**

- Market stalls must not sell food or drink that could be consumed on site. Please contact the coordinator for clarification.
- Stallholders are not to sell second hand goods. Please contact the coordinator for clarification.
- Numbers of stall holders within categories may be limited at the discretion of the organisers, to provide an interesting and varied selection of stalls. If your application is unsuccessful due to this reason, a full refund will be made available to you.

▪ **Parking and vehicle movement:**

- The stall size includes space for your vehicle. Should your vehicle not fit in the space, you will be required to unload and park in other approved areas or on the street.
- Should this not be enough space, you have the option of applying for 2 stalls. Please note that often cars with trailers will not both fit in a **6m x 6m** space.
- You are welcome to leave your trailer on your stall site for easy loading/unloading and park your car in other designated offsite areas.

- Vehicles may not enter and leave the site or move between operating hours of 7:00am – allocated bump out time (5:45-6:30pm) Saturday the 30th and 7:00am- 4:30pm Sunday the 1st. The festival encourages off-site street parking so that you can leave the site if needed. If you move your vehicle between operating hours, you will be excluded from market attendance in the future and you must compensate if accident or injury occurs.

- In case of emergency and a vehicle must be moved, stall holders will need to locate a festival volunteer that can escort the vehicle through a specific exit.

▪ **Cancellations:**

- No refunds are available if a stall is cancelled after 17:00 AEST on the 29th of August 2023. A 10% administration fee will be deducted for earlier cancellations.

▪ **Section Criteria may include:**

- Application Date
- Reputation
- Uniqueness
- Environmentally conscious



- Stall Presentation

3. Commercial Food Stalls

- **Expressions of interest:**

- Expressions of interest open now until June 30th (unless closed sooner due to demand).
- Expressions of interest may be made online using the online forms at www.oldbarbeachfestival.com.au
- You will be notified after applications close whether you have been successful or unsuccessful two weeks after applications close.

- **Allocations:** Allocations of commercial food vendors and vans are **by invitation** after selection by Old Bar Beach Festival Committee.

- **Payment and Cost:**

- Stalls are \$800 each. Power is \$50 per outlet.
- You **do not** need to send in a payment with a Commercial Food Expression of Interest.
- If you receive notification of a successful submission, you will be invited to pay within 10 days. Failure to pay within the allocated time, will result in cancellation of the offer and the site may be offered to someone else.

- **Parking and vehicle movement:**

- The stall size you stated on the form should include space for your vehicle. Should your vehicle not fit in this space, you will be required to unload and park in other approved areas or on the street.
- No motor vehicle may enter and leave the festival site or move between **7:00am and 9:15pm on Saturday and 7:00am and 4:30pm on Sunday**, including vehicles for service or supply to food stalls. The festival encourages off-site on street parking if members of your stall wish to leave. Failure to comply will result in exclusion from future events and compensation if accident or injury occurs.
- In case of emergency and a vehicle must be moved, stall holders must locate a volunteer that can escort the moving vehicle out a specific exit.
- Food vendors may request the assistance of festival volunteers to transport supplies to a food stall. However, the vendor must ensure that items are broken down to safe and manageable weights and dimensions.

- **Food Safety:** You must comply with Australian food safety and handling guidelines.

- **Trading Hours:** You must be ready to trade at 9am on both Saturday and Sunday (You may start at 8am if preferred). Music and fireworks finish at approximately 9pm on



Saturday and you must stay open until this time (coffee vans may close earlier). Sunday trading finishes at 4pm. You must be available for both Saturday and Sunday trading.

- **Cancellations:**

- No refunds are available if a stall is cancelled after 17:00 AEST on the 29th of August 2023. A 10% administration fee will be deducted for earlier cancellations.

- **Section Criteria may include:**

- Reputation
- Price
- Uniqueness
- Dietary Options
- Environmentally conscious
- Stall Presentation



4. Safety

- **Definitions:**
 - “Participants” includes market/ food stall holders, exhibitors and amusement vendors.
 - “Stall” is any area allocated to a participant.
- **Chemicals:** If participants have hazardous chemicals on hand, such as cleaning chemicals or fuels, a Safety Data Sheet (SDS) must be held on site and appropriate PPE must be worn while handling or exposed to the chemical.
- **Fire:** participants with hot oil or naked flame must have an appropriate fire extinguisher and fire blanket available and in a conspicuous location in the stall.
- **Food Safety:** Participants handling food must comply with food safety management legislation and Council requirements. Inspections will be conducted by a Council officer.
- **Gas:** Gas bottles must have current test dates displayed and must not be more than 10 years old.
- **Electrical:** Electrical leads and equipment must be in good working order with current test tags and no damage that may cause a hazard. Leads are to be located out of trafficable/pedestrian areas and/or be covered e.g. rubber matting over lead on ground.
- **Housekeeping:**
 - Participant equipment, products and signage is to be contained within the marked site area and be out of trafficable/pedestrian thoroughfares.
 - Good “housekeeping” practice (tidy as you go), must be adopted.
 - All marquees and tents are to be pegged or weighted down. Guy ropes are to be flagged and pegs protected.
 - Glass breakage and spills must be cleaned up immediately.
- **Health and Safety:** Participants must take reasonable precautions to ensure their own safety and that of patrons. Participants must also comply with Work Health and Safety (WHS) legislation.
- **Smoking: Smoking is prohibited on site.** Please be considerate of other participants and visitors.
- **Compliance:** Participants must comply with all directions given by the Festival management and obey all safety and warning signs.



5. Security Camping

- Stall holders are permitted to camp onsite for security purposes Friday, Saturday and Sunday night. The camping fee is included in the stall price.
- The festival will provide separate female and male shower blocks as well as toilets. A map will be given to stall holders highlighting these areas.
- Security camping is only permitted within your site. You cannot bring a camper trailer, caravan or motorhome unless it is an integral part of your stall sales area.

6. Other Information

- **Data:**

- Festival organisers may ask for data regarding the number of staff you have, whether you are employing local staff, where you are staying and how long you are staying for.
- Identifying wristbands may be issued to staff upon entry.
- Festival staff will not ask for employee names or other personal details.