

The basic conditions of this Stallholder Agreement are included below:

1.0 Application for Stall Sites:	Applications will open from 14 th September 2019 and will close on 25 th October 2019. Stall allocation will be made by the Committee and all allocations will be confirmed with the Stall Holder at this point. Applications for Stall Sites are to be made via the Games website www.hunternvalleyhighlandgames.com.au with the Terms & Conditions noted.
1.1 Fees:	A Stall Space is \$50.00. Fee for Electricity is \$25.00. Additional fees apply on some electrical appliances. If approved, stallholders will receive a letter of confirmation and 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 not paid by the nominated date the sites may be re allocated. Fees must be received no later than three (3) weeks from the event.
1.2 Trading days and hours:	10am – 4pm, Saturday 30 th November 2019. Stallholders must conduct business from the stall at all times during the trading hours. The HV Games Management Committee will allocate space and distribute a site plan to stallholders by Friday 15 November 2019.
1.3 Temporary basis:	The right of occupation of a stall at the event is a temporary licence. 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. <u>The Application Form for a site does not guarantee acceptance.</u> Preference will be given to stalls with a Scottish/Celtic content and 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 may change from time to time. It is the stallholder's responsibility to ensure their stall (<u>including guide ropes and other attachments</u>) 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 Highland Games a photo of the stall goods for sale must be forwarded with the application.
1.6 Stall Equipment:	The event does not provide any furniture or stall space weather protection. Tents and marquees can be arranged by contacting Newcastle Event Hire (phone: 0409 917 200).
1.7 Access times for Bump In & Out:	Friday 29 November from 1pm-5pm. <u>Saturday 30 November:</u> from 7am-9.30am & 4pm-6pm Vehicles are prohibited on the grassed event area. 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 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 <u>not permissible</u> 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 2 weeks prior to the Games 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 Games 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 <u>are not to be used</u> unless authorised 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 HV Games 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 which will be signposted at the 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