

# STALLHOLDER APPLICATION FORM

**RELISH FOOD & WINE FESTIVAL**  
**Saturday 2<sup>nd</sup> June 2018, 10am to 5pm**  
**Portside Parklands, Wharf St Maryborough**



Fraser Coast Tourism & Events is proud to present the 2018 Relish Fraser Coast Food and Wine Festival. Relish is a delightful combination of all the ingredients that make the Fraser Coast so special. This event has become a regional showcase to promote and celebrate our regional produce, products and food industry and to also provide a total festival experience to both residents and visitors to the region.

We are seeking products that are unique and of quality, grown or produced from around the region. We are aiming for a diverse variety of products that provide an alternative experience for our visitors. If your product fits the brief and the selection criteria, please complete this application form and return to us. **Applications will close on Friday 16<sup>th</sup> March 2018.** Successful applicants will be advised by Friday the 6<sup>th</sup> of April 2018 at which time an invoice will be sent through. Payment will then be due by Friday the 20<sup>th</sup> April 2018 to secure your site booking. **PLEASE DO NOT ATTACH A CHEQUE/CASH WITH THIS APPLICATION.**

Please send completed applications to Fraser Coast Tourism & Events Ltd:

By Post: PO Box 488, Hervey Bay Q 4655  
By Fax: 07 4196 9699  
By Email: [events@fcte.com.au](mailto:events@fcte.com.au)  
In Person: Visitor Information Centres (VIC) located at:  
City Hall, Kent Street Or 227 Maryborough Hervey Bay Rd  
Maryborough Q Hervey Bay Q

## APPLICANT / BUSINESS DETAILS *please print clearly*

First Name(s)		Last Name	
<input type="text"/>		<input type="text"/>	
Business Name		ABN	
<input type="text"/>		<input type="text"/>	
Postal Address	Suburb	Postcode	State
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Phone	Mobile No.	Fax	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Email Address		Website/Other	
<input type="text"/>		<input type="text"/>	



[relishfrasercoast.com.au](http://relishfrasercoast.com.au)



**SELECTION CRITERIA**

The approval process for stallholder selection will be based on the below criteria and those who can meet the brief and criteria will be given preference. Please provide details to demonstrate how you meet this criteria.

**Regional Focus & Quality Products**

Relish provides a platform for local producers and businesses alike to showcase their products to both residents and visitors to our region. The event’s focus is to have a range of unique and quality products on offer that have been grown, produced or originated from the region, all part of celebrating what makes the Fraser Coast region so special.

Please select which category your product best fits:

- Regional produce
- Hand-made products
- Gourmet food and beverage stall/business
- Other - a service associated with local products or produce

1. Please provide details on how your product identifies with the above category:


2. Preference to regional stallholders, businesses, community groups, non-profit organisations – who support our community.

*Demonstrate direct economic benefit to the Fraser Coast. ie. Use of staff who reside within the Fraser Coast; your business/group is located within the Fraser Coast; the equipment you will utilise comes from a vendor within the Fraser Coast, etc.*


- 3. Fraser Coast Tourism & Events cannot guarantee product/service exclusivity to any Stallholder, but will endeavour to provide a variety and range of vendors to suit the demographic of the individuals who attend the Event.
- 4. Sites will not be offered to stallholders who have an outstanding payment or unresolved issue regarding previous Fraser Coast Tourism & Events or Fraser Coast Regional Council Events.

**Details of product or service**

Please provide an exact listing of products or services to be sold or displayed from your stall. Only products listed below will be permitted to be sold from your stall. *Where possible, please provide photographs of products / services to be sold and /or reference to your website with product examples.*

---

---

---

---

---

---

---

---

**Note:** *If you have the rights to distribute a licensed product, please attach proof of distribution rights and the area you cover to this application.*

## Product Listing

Stallholders have the opportunity to list their product/s and business in the Festival's programme booklet. By purchasing a listing, it allows your product to stand out from the rest. We have a limited number of 50 word listings available so get in fast to secure your spot in the 2018 program (example of 2017 listings below). Please circle below if you are interested.

Listing Type	Cost	Selection
50 Word Listing	\$50	Yes / No



# GOURMET OFFERINGS

relishfrasercoast.com.au



**KINGSLEY GROVE ESTATE** 4

Kingsley Grove is a family owned and operated business, established in 1998 by the Berry Family. They have produced medal winning wines including varietals, blends, sparkling wines and a selection of fortified wines. Cellar door is open for wine tasting 7 days a week and serves wood-fired pizzas on weekends.

**CRANE WINES** 4

Crane Winery is a tiny boutique winery and B&B situated near Kingaroy. It was the first cellar door in the South Burnett, and offers handcrafted wines in both sweet and dry styles, as well as a delicious range of wine based

**VINTNER'S SECRET** 4

A working, organic vineyard growing four distinct grape varieties: Marsanne, Verdelho, Shiraz and Cabernet, which we transform into fine wines both blended and reserve. Enjoy tastings in an elegant cellar door setting or on our viewing deck, at our on-site café, 'Whispers' or from selected regional restaurants.



**PINCH SPICES** 10

Our unique range of spice blends have been created from authentic regional flavours, gathered from near and far. They make it easy and affordable for you to transform everyday meals into delicious and exotic dishes.

## Environmentally Sustainable Practices

Fraser Coast Tourism & Events is committed to reducing the environmental footprint at our events and aims to lead the way in reducing waste, implementing eco-friendly practices and engaging with contractors and stallholders that are similarly focused. With the cooperation of stallholders, staff, partners, volunteers and patrons, Relish will become a leading waste-accountable event

As part of this, it will be a requirement of all stallholders to implement sustainable packaging and foodservice disposable solutions within their business at events. We are aiming for waste minimization by requiring that only reusable or recyclable packaging is used and that stallholders reduce packaging where possible.

Stallholders must ensure:

- The use of reusable or recyclable packaging and cutlery including cups, plates, bowls, straws instead of disposable products.
- To minimize the use of packaging with your products for example - not using plastic straws or plastic bags, not offering lids for drinks, offering bulk condiments (no single serve sugar or sauce sachets) etc.

Helpful online tools:

[www.biopak.com.au](http://www.biopak.com.au)

[www.environmentalenterprises.com.au](http://www.environmentalenterprises.com.au)

[www.greenmarkpack.com.au](http://www.greenmarkpack.com.au)

## HEALTH LICENCE – FOOD VENDORS ONLY

If you will be supplying food, is food pre-prepared?	Yes	No
Is food cooked on site?	Yes	No
Is food served:	Hot	or Cold?
<p>Please provide your current Council Food Hygiene Licence number.  <i>A <u>copy must also be supplied with this application</u> and displayed on site at the event.</i></p>		

**Note:**

- *To comply with the Fire and Rescue Service Act 1990 and the Building Fire Safety Regulation 1991, food outlets must have at least at 20B(E) Dry Chemical Powder (or equivalent) fire extinguisher.*
- *All applications must comply with current food and safety regulations.*
- *For further information please contact Fraser Coast Regional Council's Health Regulation & Compliance on 1300 79 49 29.*

## SITE DETAILS

### Site details and cost

The standard site size is 3 metres x 3 metres. Larger and multiple sites may be available upon request and will be billed accordingly. Stallholders must supply own equipment. Marquees, tables and chairs etc. are not available for hire from FCTE. Please indicate below the number of sites required below.

Please indicate number of 3m x 3m sites required	Site Details and Cost
	Site @ \$180.00 <b>per site</b> (Inc. GST)
	POWER required @ \$30.00 extra (Inc. GST)
Other aspects of your stall that require consideration:	

**Note:**

- *As per the Fraser Coast Tourism & Events Ltd Stallholder Terms & Conditions, Community groups will receive a 50% reduction of the rate of their site fee.*
- *The use of tent pegs in the park are prohibited. Marquees must be tied down using weights.*

Description	15amp
No. of power points required (indicate number)	

**Note:**

- *3 phase power is not available for use.*
- *All electrical leads and equipment used during the event must display a current inspection tag.*
- *Power boards must have safety cut-out switches. All leads to power boxes must be covered.*
- *All stalls must provide their own lighting for night-time events.*
- *If all of these conditions are not met, stallholder may be excluded from the event.*

**Site Plan**

Please include details of infrastructure you propose on your site(s) in the space provided below. Draw your site and indicate dimensions of van / stall frontage, position you will be serving from e.g. back / side of van / stall, shades, shelters, marquees, trestle tables, chairs and required access point to vehicle when set up.

**PARKING**

*Parking* will NOT be permitted within the event precinct. Parking **may be available** in the following areas:

- McDowell Carpark, Kent Street
- Alan & June Brown Carpark, Kent Street
- Negus Carpark, Richmond Street
- Free all day parking spaces on Lennox Street & Sussex Street

**INSURANCE**

Stallholders must provide proof of a Public Liability Insurance Policy for an amount of not less than \$10,000,000 and note the interests of Fraser Coast Tourism & Events whilst conducting their activities on land controlled or the responsibility of Fraser Coast Tourism & Events. Evidence of this insurance must be provided on request to the event coordinator in the form of a Certificate of Currency or Schedule of Insurance and this may be reviewed by FCTE's appointed insurance broker regarding the adequacy of such insurance.

***Please attach a copy of your Certificate of Currency with this form.***

Insurance Company Name:

Policy Number:

--	--

Expiry Date:

Amount Insured:

--	--

## DECLARATION

Please note: All sections of this application form must be completed in full and all necessary information must be supplied for your application to be considered.

In making this application,

- I wish to apply for a stall site at the **2018 Relish Fraser Coast Food & Wine Festival**.
- I acknowledge that submission of this application does not guarantee a confirmed site into the event.
- I confirm that the information contained in this application form is correct.
- I understand that stall sites are limited and applicants will be notified by email on the status of their application by 6/04/18.

If this application is accepted,

- I acknowledge that I must abide by the terms and conditions relating to the event, which will be fully notified to me upon offer of a stall site.
- I agree to pay the site fee advised in full by the due date or no site will be reserved for me.
- Refunds of site fees will only occur under certain circumstances, outlined in section 9.6 of the Fraser Coast Tourism & Events Stallholder Terms & Conditions.

--	--	--

Applicant's Name

Signature

Date