



E: stalls@avofest.com.au

M: PO Box 255

Blackbutt, Queensland, Australia, 4314

<https://www.avofest.com.au/>

Stall Holders Application Package

Stalls Coordinator Email: stalls@avofest.com.au

Dear stallholder,

(This application is available online at www.avofest.com.au)

We especially love Avocado themed, local food and local products wares to be sold at the Avocado Festival. We would love to have you join us.

Stall Holders will receive the following support

- ✓ Event updates will be sent to each stall holder to keep you informed and part of the action.
- ✓ Extensive advertising to promote the event.
- ✓ Set up will be after midday the day before the event or the morning of the event from 6am.
- ✓ If you require a campsite, please talk to the Blackbutt Showgrounds -0437 665 199

Please find attached an application form to be filled in and returned 4 weeks before the event date to allow for review by the Committee. As an active participant in our event, we would also like to encourage you to let other artisans, local producers, crafts people and gardening enthusiasts know about the stall opportunity and the festival.

Thank you again for your consideration and support of the Blackbutt Avocado Festival and we look forward to seeing you in Bloomin' Beautiful Blackbutt, The Gateway to the South Burnett.

With Best Regards, and thanks for your support,

The Organising Committee



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Important Information

A site will not be deemed as booked until the form has been received and the monies paid. Your site will be allocated by the Committee and you will receive your space number the weekend prior to the Avofest.

When do I have to set up by? Each stall site must be set up by 7am on the morning of the event and ready to trade.

When do I have to have my site packed up by? Sites will have to be packed up within 1.5 hours of the finishing time of the event. *Any damage done to the site area could result in financial penalties.*

Booking and Cancellation Policy

If a stall site holder chooses to **cancel a site booking within 14 days of the event** this will result in the forfeit of all fees. A site will not be deemed as booked until the form has been received and the monies paid.

\$5 of each and every booking is non-refundable once booked. This amount is to help ensure the festival remains sustainable by ensuring all booking/cancellation costs of infrastructure can be met. Should the Event organisers be forced to cancel the event for any reason, all monies, except for the non-refundable \$5 for each booking, will be returned.

Given the COVID19 climate, a refund sheet is attached to this booking form so that we can process in a timely manner should this be required. It can be returned with your form, in the event of cancellation.

Booking Policy

The committee hosting the Avocado Festival retains the right to refuse entry to any Stallholder, product and/or produce. Site allocation will be at the discretion of the BBBF Committee and Stall Co-ordinator. Blackbutt Avocado Festival accepts no responsibility for damage or loss by participating Stallholders.



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APPLICATION FORM

Name																									
Address																									
Phone																									
Email																									
Website or Facebook																									
Vehicle registration																									
Site/s Required	<p>Description of stall options:</p> <p>Each "Cell" is an area 6m Wide X 4m Depth. Each Stalls can have 1 or more "Cell" as they require; e.i. placed side by side or one behind to accommodate Car space. This "Cell" system allows for Covid-19 Social Distancing</p> <p>The Stalls options are: - Market stalls "cell": \$47 - Food Stalls "Cell": \$100 which includes: up to 2 x "Cells", easy access to toilets, removal of garbage from site, supply of shaded seating areas for patrons.</p> <p>Extras: - Extra Cell or parking space \$20 - Power \$20 (1 x 15Amp point)</p> <p>Market Stalls - Not for Profit FREE (By Arrangement)</p> <p>Please select Cells Requirement including Power and extra cell/Parking below:</p> <p>. TOTAL COST CALCULATOR</p> <p>Please select your stall "Cell" options: *</p> <table border="1"> <thead> <tr> <th></th> <th>Number</th> <th>Cost</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Market Stall "Cell"</td> <td></td> <td>\$47</td> <td>\$</td> </tr> <tr> <td>Food Stall "Cell"</td> <td></td> <td>\$100</td> <td>\$</td> </tr> <tr> <td>Power required</td> <td></td> <td>\$20</td> <td>\$</td> </tr> <tr> <td>Extra Cell for Parking space</td> <td></td> <td>\$20</td> <td>\$</td> </tr> <tr> <td>TOTAL</td> <td></td> <td></td> <td>\$</td> </tr> </tbody> </table>		Number	Cost	Total	Market Stall "Cell"		\$47	\$	Food Stall "Cell"		\$100	\$	Power required		\$20	\$	Extra Cell for Parking space		\$20	\$	TOTAL			\$
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APPLICATION FORM

Payment	Direct Deposit to:	
	Account Name	BBBF
	BSB	633-000
	Account Number	136250883
Receipt required: Y/N please circle		
Product details	Please supply a description or photos of the goods you wish to sell and include.	
Your Public Liability Insurance Details – please provide copy	Company: Policy No: Expiry Date: <i>Please contact the Festival Co-ordinator if you do not have insurance for options available.</i>	

- Please fill in the form and return to us via email to stalls@avofest.com.au
- Post to **Blackbutt Avocado Festival Attn: Market Stall Co-ordinator PO Box 255, Blackbutt Q 4314**
- **Drop it into the Blackbutt Post Office.**

You will be required to supply your own tent (if required), COVID19 prevention signage & sanitiser and all other equipment i.e. tables, chairs.



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REFUND FORM

PLEASE FILL THESE DETAILS EXACTLY AS YOU FILLED OUT YOUR APPLICATION FORM

WRITE DATE OF EVENT HERE (each event needs new application):

____ / ____ / ____

STALL DETAILS

Name	
Address	
Phone	
Email	

STALLHOLDER FEE PAYMENT DETAILS

Date Stallholder Fee was paid	
Total Amount Paid	

REFUND DETAILS

Name of Account	
Bank Account Number	
BSB	
Bank	

In the event of a cancellation, all fees except the non-refundable \$5 will be automatically deposited back into the nominated account above as soon as practicable.

This amount is to help ensure the festival remains sustainable by ensuring all booking/cancellation costs of infrastructure can be met, including all relevant insurances held by the committee to be able to host the festival.