

RIVER MARKET GROUND SPACE APPLICATION

Kelmscott Agricultural Society (Inc) ABN 71 630 621 772
PO Box 40, KELMSCOTT WA 6991 Ph: 9495 4001
rivermarket@kelmscottshow.com.au www.kelmscottshow.com.au

Please complete pages 1 & 2 and return to:	Katherine Jolley - River Market Coordinator PO Box 40, KELMSCOTT WA 6991 or rivermarket@kelmscottshow.com.au	OFFICE USE
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Applications close 21st September for Marquee sites and 1st October 2018 for space only.

Business Name

Contact Person

Postal Address

..... Email:

Mobile Web

Site Preference (Refer to Map) : 1st Choice 2nd Choice 3rd Choice

Australian Business Number, if applicable: ABN: _____

I would like to book the following stall site/s and associated items:

Description	Unit Cost	Number	Total Cost
3m x 3m site, space only	\$65	_____	\$ _____
Marquee hire 3m x 3m	\$215	_____	\$ _____
Marquee hire 6m x 3m	\$370	_____	\$ _____
Trestle Tables (1.8m)	\$16	_____	\$ _____
Chairs	\$3	_____	\$ _____
Car parking spaces	\$10	_____	\$ _____
Car and Trailer parking space	\$20	_____	\$ _____
Additional adult entry tickets (discounted)	\$12	_____	\$ _____
KAS Public Liability Admin Fee*	\$22	_____	\$ _____
*(Note this is not Product Liability insurance)	TOTAL COST		\$ _____

The 2018 Make Smoking History Kelmscott Show is a GST free event.

DO NOT PAY UNTIL YOUR APPLICATION HAS BEEN ACKNOWLEDGED BY KAS AS ACCEPTED

Direct Debit Payment: (Please mark the transaction with your business name as reference)

Account Name: Kelmscott Agricultural Society, BSB: 066-156 Account No: 10304897.

Cheque Payment:

Please find attached a cheque for \$_____ made payable to Kelmscott Agricultural Society (Inc). If your application is unsuccessful, we will return your unbanked cheque.

Application for stalls will be accepted at the discretion of the Kelmscott Agricultural Society (Inc.) and payment DOES NOT deem acceptance.

Application continued on Page 2.

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Please provide written description of products for sale or display and tick appropriate box:

I am Selling Goods Selling Food items (Jams, etc not fast food) Display Only

Note: Trailers are not to be left on site unless special arrangements have been made with KAS

I require an irregular space or a trailer in the market – please attach a drawing.

NOTE:

- PUBLIC LIABILITY INSURANCE IS REQUIRED AND A CERTIFICATE OF CURRENCY MUST BE PROVIDED WITH THIS APPLICATION.**
- THE KELMSCOTT AGRICULTURAL SOCIETY (INC.) OFFERS ONE DAY PUBLIC LIABILITY INSURANCE PROTECTION FOR \$22 (ADMINISTRATION FEE) FOR STALL HOLDERS WHO DON'T HAVE THEIR OWN PUBLIC LIABILITY INSURANCE POLICY. THE OFFER DOES NOT INCLUDE PRODUCT LIABILITY INSURANCE.**
- STALLS SELLING FOOD ITEMS MUST PROVIDE A COPY OF THE SPECIAL EVENTS PERMIT FROM THE CITY OF ARMADALE (AFTER KAS HAS ACCEPTED THE APPLICATION) AND CERTIFICATE OF CURRENCY FOR PRODUCT LIABILITY INSURANCE.**

PRIVACY ACT STATEMENT

The information provided by you in this Application for River Market Ground Space is collected and used by the Kelmscott Agricultural Society (Inc.) (KAS) to organise stalls at the Make Smoking History Kelmscott Show. The KAS may publish details such as your Name, Suburb, Web address and Description of Item Details in any KAS publication (including websites) or communication and provide Name to Healthway. Such information may also be made available to, and published by the media. The KAS may also use your contact details to contact you about future Shows. The KAS will not disclose your personal information without your consent for any other purpose unless required or authorised by law. You may request access to your personal information and if necessary, request that our records of that information be corrected, by writing to the Show Secretary, Kelmscott Agricultural Society (Inc.), PO Box 40 KELMSCOTT WA 6991.

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I certify the particulars on this application are correct, and I accept the conditions on Pages 1 to 4

Signature of Applicant _____ Date: _____

If signing this via the Internet please put your full name in the signature area

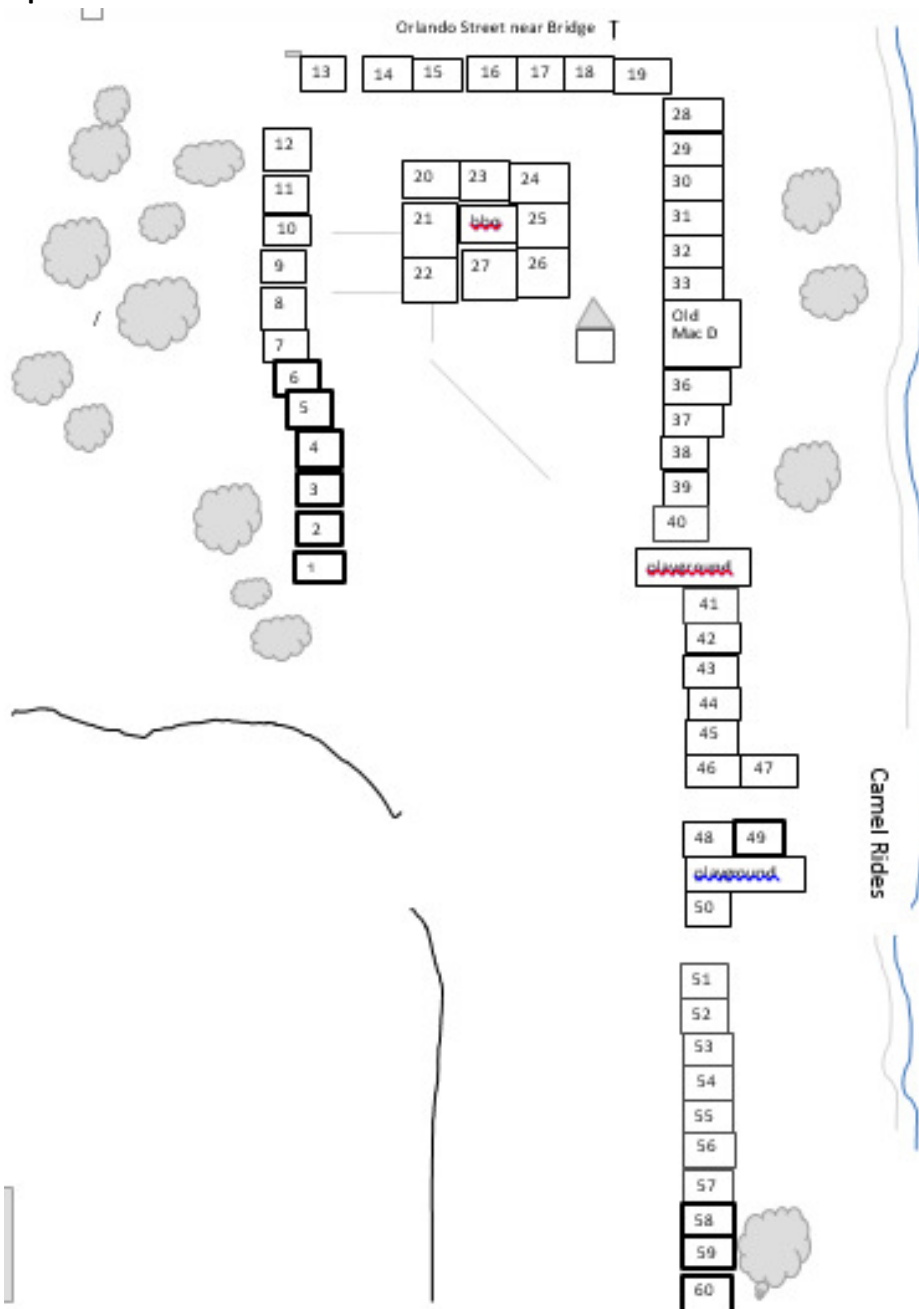
Saturday, 20th October 2018, 9.00am - 5.00pm

Terms and conditions under which ground space in the River Market is let for use:

Please keep these for your own records, do not send it back with your application form.

1. The application will be processed once the completed Application Form and supporting documents are received with full payment. All successful applicants will receive an invoice upon acceptance.
Application for stalls will be accepted at the discretion of the Kelmscott Agricultural Society (Inc.) (KAS) and payment DOES NOT deem acceptance.
2. There shall be no refund for any cancellation.
3. Sites will be allocated on the first paid, first served basis by the River Market Coordinator. Consideration will be given to previous stall holders.

Stall Location Map:



1. Stall holders and exhibitors are responsible for their own Public Liability Insurance with a minimum cover of \$5 million. The KAS is not responsible for damage, loss, theft, or personal injury. **A copy of Stall Holders Public liability insurance and Certificate of Currency MUST be provided with this application.**
2. The KAS offers a **one day** Public Liability Insurance cover for \$22 (Admin Fee) for stall holders who don't have their own Public Liability Insurance. This offer **DOES NOT INCLUDE PRODUCT LIABILITY** Insurance.
3. Stall holders will strictly observe the provisions of the Public Health Act 2016, the Food Act 2008, the Occupational Safety and Health Regulations 1996, the Worker's Compensation and Rehabilitation Act 1981 and any other Act relating to their site, the business to which their site is being put by the Stallholder and any rules or regulations made thereunder and any municipal by-law or regulation to their site and business.
4. Sellers are required to observe KAS sponsorship commitments and, at the time of applying for space, should enquire whether the sponsorship requirement applies or affects the selling of items as described in the stall holder's application.
5. The Make Smoking History Kelmscott Show is committed to reducing smoking rates in WA. All areas on the Showgrounds shall remain smoke-free and all Stallholders and their Staff shall comply with this requirement. No activities or items that directly or indirectly encourage or support the use of tobacco or tobacco products (including e-cigarettes) will be allowed on the Showgrounds.
6. No activities or promotions that encourage consumption of alcohol or stimulants use or glamourise getting drunk or imply that getting drunk is desirable will be allowed on the Showgrounds.
7. No application granted by KAS is exclusive and KAS may, in its absolute discretion, permit any other person **or franchise** to sell or exhibit similar or the same goods or to carry on a similar or the same business or activity at the Showgrounds.
8. No dogs / pets are allowed on the showgrounds.
9. **The KAS reserves the right to request the removal of products from display and sale if they are deemed unsafe, offensive, inappropriate or do not comply with KAS sponsorship commitments.**
10. Free Entry to the Showgrounds will be issued on the basis of TWO ADULT ENTRY PASSES for each River Market stall. Additional helpers will be required to pay the current admission fee. **ALL ENTRY PASSES are VALID FOR ONLY ONE ENTRY and must be handed in at the gate. PASSOUTS are available at each entry gate.**
11. Gate 4 (Orlando Street) will be open from 5:30 a.m. to 6:00 am for large vehicles and trailers that are to remain on site. All other River Market stall holders will have access after 6:00 am.
12. All stalls must be erected within the site area and any items, which are not part of the stall and all vehicles, **MUST** be removed from the Showground by 8.30 am on Saturday and are not permitted back on the grounds until 5:00 p.m. **Vehicles and Trailers that are not removed by 8.30 am on Saturday will be towed away and the stallholder shall be responsible for towing and storage costs.**
13. Guy ropes of any tents or awnings, vehicles and other items, which form part of the stall, are to be within the measurement of ground space let. If you intend to operate from a van or trailer, a sketch must be attached to this application showing all dimensions, locations of sales window and other openings that require access space
14. **When driving on the Showgrounds, all stallholders shall abide by the 8km/h speed limit and abide by the directions given. Any deliberate damage to the facilities will be charged to the stallholder.**
15. After setting up, vehicles are to be moved to the prepaid parking area in the showgrounds. Additional paid parking is available in the Kelmscott Primary School grounds on Orlando Street and in local volunteer organization car parks on River Road.
16. No raffles may be conducted and the sale or distribution of water pistols, fireworks, sparklers, knives or any other weapons is strictly forbidden on the Showground.
17. **All RIVER MARKET STALLS MUST REMAIN IN OPERATION UNTIL 5.00 P.M. CLOSING TIME.**
18. Stall holders are requested to maintain their area in a tidy condition and free from litter. All packaging shall be removed from the site when leaving at 5.00 p.m. All care must be taken when travelling through members of the public.
Should you require space at the Show and accept the above conditions, please complete the Application Form enclosed

Enquiries: Katherine Jolley - River Market Coordinator
Phone: 0433 364 584 or KAS Office on 08 9495 4001
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