

## **Spring into Corrimal 2018 Terms & Conditions**

Applications are now open for Spring into Corrimal 2018. All stall holders must read and abide by the following terms and conditions:

**Please note:** that all applications must accompany payment and applications will not be processed until payment is received. Once you apply online, you will be sent an invoice with payment options. Please pay promptly to ensure your application is processed.

### **Terms and Conditions for All Stallholders and Store Owners with Stalls**

Date: Sunday 9<sup>th</sup> September 2018

Trading Times: 9:00am – 4.00pm

### **Waste Wise Event Information**

The materials to be used need to be controlled so they suit the Waste Wise Event recycling system. All packaging and utensils are to be recyclable. Everyone is responsible for disposing all waste from their stall. Stallholders are responsible for disposing all waste from their stall by removing it at the days' end. **No waste is to be left in event bins or at stall sites.** A further charge will be issued if non-compliant, as set out in the Terms and Conditions. All packaging and utensils are to be recyclable. Recycled Plastic number 1 – 6 is acceptable. There is to be NO polystyrene to be used at the event.

### **List of Banned Items**

These items will not be tolerated. Stallholders offending this condition will result in removal from the festival.

- ♣ Trumpets/Horns
- ♣ Explicit and Hard-core  
Materials including T-shirts.
- ♣ Fake Cigarettes
- ♣ Knives (including pen knives)
- ♣ Metal and Wooden martial art  
nunchucks
- ♣ Playing Cards (nude or lurid)
- ♣ Pressure pack fart gas
- ♣ Drug related goods (including  
cocaine kits, bongs etc.)
- ♣ Stink bombs
- ♣ Water bombs
- ♣ Silly string
- ♣ Fireworks – crackers
- ♣ Water pistols over 150mm  
(6")
- ♣ Laser pointers
- ♣ Pellet Guns
- ♣ Ball bearing guns
- ♣ Replica guns (bullet type)
- ♣ Pop downs (throw downs)
- ♣ Eight shot caps
- ♣ Strip caps
- ♣ Roll caps

## **BALLOONS**

The committee has decided that in 2018 we would not allow stall holders to give our helium balloons on strings. This has come from the issue of balloons being accidentally released into the atmosphere and creating pollution for our streets and water ways. Balloons can be handed out on sticks only. Those stalls giving away helium balloons on strings will be asked to cease this immediately and failure to comply may result in that stall being unable to trade on the day. We thank you for your understanding and commitment to ensure Spring into Corrimal is a waste wise events.

## **Food Operators**

If you are a Food Operator, you are required to be registered with Wollongong City Council. If you are not already registered with Wollongong City Council, Please download the [Food Business Notification Form](#) from Wollongong City Council website.

Requirements for temporary food stallholders:

- Your temporary food premises must be registered with Council's Regulation and Enforcement division by submitting a completed Food Business Notification form via email to [council@wollongong.nsw.gov.au](mailto:council@wollongong.nsw.gov.au) or at Council's customer service desk. Food stall operators who have an existing registration for a permanent premise (shop) require a separate registration for their temporary food business.
- You are not permitted to trade at any market or event in the Wollongong Local Government Area until you have received confirmation of registration and a license number from Council's Regulation and Enforcement division.
- Any food stall operator trading at any event or market without a valid license number will receive an on-the-spot fine and be required to cease trading immediately.
- All temporary food stalls must be constructed and operated in accordance with the [Food Safety Standards 3.1.1, 3.2.2 and 3.2.3](#) and [NSW Food Authority's Guidelines for Food Businesses at Temporary Events](#). Failure to comply with these standards will result in enforcement action which may include improvement notices (for which a \$330 fee applies), prohibition orders or on-the-spot fines.
- All food stalls handling unpackaged food for sale and selling ready-to-eat potentially hazardous food must maintain proper hand washing facilities at all times while trading at events in the Wollongong LGA in accordance with the requirements of Food Safety Standard 3.2.2 – 15(2-4) & 17(1). No exemptions will be given to these requirements.
- All food stall operators operating a temporary food stall handling potentially hazardous ready to eat food must appoint a [Food Safety Supervisor in accordance with NSW Food Authority](#) requirements and provide Food Safety Supervisor details to Council prior to commencing trade at any event in the Wollongong LGA.
- All potentially hazardous food must be transported, stored and displayed under temperature control at all times.
- Authorised Council officers may inspect your temporary food stall at any time.
- All Council's charge administration and inspection fees for inspections of food businesses to recover the costs of maintaining the above mentioned register and ensuring compliance with the Food Safety Standards.

Wollongong City Council Health Inspectors will be in attendance on the day and have the authority to close down any stallholder that does not comply with regulations. No refunds will be given.

Please read the Wollongong City Council's GUIDELINES FOR FOOD HANDLING AT TEMPORARY EVENTS, to read the Guidelines, please click [HERE](#).

### **Wet Weather Policy**

Spring into Corrimal plans to go ahead regardless of what the weather is, however if the safety of stall holders and/or the public is at risk, Spring into Corrimal organisers will take direction from authorities. Fete stalls and stall frames can provide some cover, but you would be well advised to come prepared with rain or sun protection. There will be no refunds made to stallholders due to reduced trade caused by inclement weather or any other event out of the control of the Spring into Corrimal organisers.

### **Cancellation Policy**

Refunds of stall fees will be made less 25% of the full fee until 2 July. Between 3 July and 3 August refunds will be made less 35% of the full fee. Between 4 August and 23 August refunds will be made less 50%. After 24 August no refunds will be made.

### **General**

- All stallholders must hold current Public Liability Insurance cover to the value of \$10 million. Corrimal Chamber of Commerce and Wollongong City Council must be noted as indemnified on the policy and for those stall holders selling food and drinks, the policy must be extended to include goods sold. A copy of this must be uploaded with your application form. It is the responsibility of all stallholders to arrange Public Liability Insurance to cover any claim arising out of the activities of stallholders.
- Application and copy of insurance must be received by close of business Friday 10 August 2018.
- Rubbish is the responsibility of individual stallholders. You must remove all material and rubbish from your allocated site by 5.00pm. Failure to do so will result in non-compliance of these terms and conditions, a charge for rubbish removal will be charged and future applications will not be accepted.

### **Power**

Stallholders are responsible for supplying their own power with a silenced generator and must make their own arrangements. Portable generators must conform to noise and pollution regulations and be placed in a safe position. If the generator does not conform, permission for stallholders to operate will be withdrawn.

All electrical equipment and leads must have been inspected and tagged by a licensed electrical contractor, with an expiry date clearly labelled. Leads that have surpassed the expiry date will not be used. If stallholders do not comply with these regulations, permission for stallholders to operate will be withdrawn. **All stalls using a generator whether it be inbuilt or stand alone, must inform the organisers to ensure air space around the stall.**

On the Day:

- Participants must follow instructions of Official Staff, Volunteers, Emergency Services and Council Officers.
- No rudeness to official staff or volunteers will be tolerated.
- In this regard, you will be advised of the location at which you must enter the event site on the day prior to setting up your stall. This information, as well as the location of your stall, will be marked on the map.
- No tables, chairs, stall, power etc. will be provided. Applicants must make their own arrangements to have these items supplied.

- All loose items must be secured in a safe manner. All stalls must be weighted down. Those on the oval cannot use tent pegs or anything to penetrate the grass service.
- All stalls must be packed up and removed, along with all rubbish and other associated materials be removed from the site by 5.00pm.
- If you fail to comply with these regulations you may be fined by the local authorities and removed from the premises.
- No refunds will be given if you breach any of the terms and condition set out here.

For 2018, all stall applications must be filled out online. There are no hardcopy forms. To fill out an application form you will require the following information:

- Public Liability Number and Certificate
- Photo image of your stall or product
- Food registration number (for food stalls)

Please note that all food stalls must be paid and finalised one month out from the event. This includes having a Food registration number registered with Wollongong Council. After this time, no further applications will be taken. No exceptions.