



**Food Vendor Registration Pack**

# **Opening Night Party**

**Saturday 12th November 2011**



***Location: Feast Hub – Light Square***

***Operating Hours: 6pm - Midnight***



2011 FEAST FESTIVAL  
Nov 12 – 27

*Dear Friends of Feast,*

*Thank you for your interest in becoming a Food Vendor at the 2011 Feast Festival's Opening Night Party.*

*In 2011 Feast will continue to be the first queer arts festival in Australia to operate our own HUB. Our Opening Night Party has always been a great opportunity for food vendors to provide services to our large and diverse community, receive great exposure (and have some fun). Over **4,000** attendees are expected to help kick start this year's festival on **Saturday 12<sup>th</sup> November**.*

*Food vendor's hours of operation for this year will be 6pm – midnight.*

*To register, please read through and complete the attached Registration Form and return with payment to the Feast Festival – details enclosed.*

*Should you require any further information, please do not hesitate to contact Feast on **8463 0684** or email [stalls@feast.org.au](mailto:stalls@feast.org.au)*

***We are also looking for stallholders and food vendors to join us for our Picnic in the Park (Sunday 27<sup>th</sup> November). Costs are \$460 (the same as Opening Night Party), with hours being 10am – 5pm. Call us for more information or download the Picnic Stallholder Registration Pack from our website [www.feast.org.au](http://www.feast.org.au)***

*We look forward to you joining us in what will be a sensational start to this year's festival.*

*Yours Faithfully,*

*Kerry Ireland*  
**Creative Producer**

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Contact:  
P: +61 (8) 8463 0684  
F: +61 (8) 8231 8793  
Street

Postal Address:  
PO box 8183 Station Arcade  
Adelaide 5000 Australia

Street Address:  
Lion Arts Centre Courtyard  
Cnr North Terrace and Morphett  
Adelaide 5000 Australia



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# Food Vendor Registration

## Opening Night Party

Saturday 12<sup>th</sup> November 2011  
*Location: Feast Hub – Light Square*

### 1. Contact Information

Name of Organisation / Business: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Postal Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Daytime telephone: \_\_\_\_\_ After hours telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_ Email: \_\_\_\_\_

Mobile telephone: \_\_\_\_\_ ABN: \_\_\_\_\_

Web Address: \_\_\_\_\_

### 2. Stall Specific Information & Arrival:

What is your preferred time of arrival at the Feast Hub – Light Square?

3.00pm  4.00pm  5.00pm

(If we can not give you your preferred time of arrival, we will try to give you a time as close to your request as possible.)

Please attach or describe in detail below, the products, services, prices and giveaways you will be providing: (please ensure that you refer to the terms and conditions attached) NB: Due to sponsorship agreements, there will be no provision for the sale of any beverages

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Please provide details of any special needs (signage, extra space, props) you require: NB: All items must be set up within the allocated space unless by prior approval of Feast Management. Feast reserves the right to remove any items obstructing any thoroughfares.

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For office use only:

PL received

Using Feast PL

Payment received

Powered site

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**7. Declaration**

I, (your name) \_\_\_\_\_

(Position in Organisation) \_\_\_\_\_

(Name of Organisation) \_\_\_\_\_

Have:

- Read and initialled the Terms and Conditions (following two pages) of Food Vendor Registration and agree to the conditions herein
- Provided Feast with all relevant information relating to your site and products
- Attached a current Certificate of Currency for insurance purposes
- Completed and/or attached all payment details

I agree to abide by the requirements of the Occupational Health, Safety and Welfare Act 1986 as amended 15.8.2005. **Please note Feast has a SMOKE FREE policy. All covered areas including marquees must be smoke free**

All information on this form is to the best of my knowledge, correct at the time of signing this declaration. I take responsibility for any incorrect information.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Post completed form including payment to: Feast Festival  
Food Vendor Registration  
PO Box 8183  
Station Arcade  
Adelaide SA 5000**

**OR email to: [stalls@feast.org.au](mailto:stalls@feast.org.au)**

**All completed forms and payment must be received no later than COB Monday 24<sup>th</sup> October.**

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**2011 FEAST FESTIVAL**  
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**Terms and Conditions:**

1. Feast Festival will not be held responsible for any damage or loss to person or property, real or through fault, negligence or otherwise including weather and/or cancellation of the event. It shall be the responsibility of the stallholder to arrange all relevant insurance including but not limited to Public Liability, loss, damage and theft.
2. Feast Festival reserves the right to be the sole supplier/contractor of alcoholic beverages and non alcoholic beverages. **Due to sponsorship agreements, the sale or provision of alcoholic beverages and soft drinks and water is strictly prohibited.**
5. Feast Festival reserves the right to refuse any application. Fees are **non refundable** after **Friday 28th October 2010.**
8. Feast Festival reserves the right to refuse requests on the night of Opening Night Party (eg. additional space, power, signage, etc.)
9. Food Vendors accept responsibility for setting up and clearing their stall space and surroundings, including the removal of all waste and recycling.
10. Please Note: **Glass containers are prohibited** – All food items must be supplied in recyclable containers. All Food Vendors must comply with Environmental Health Guidelines as developed by Adelaide City Council. Inspectors will be attending Opening Night Party to ensure compliance and will issue warnings or fines to those in breach.
11. Food Vendors agree to abide by the instructions of Feast Management, SA Police and Adelaide City Council Officials, Office of Liquor Licensing & Gaming, and Worksafe SA Inspectors
12. Food Vendors will receive confirmation of their site by post, email or fax.
13. Each stall will be supplied with a **limited number** of stallholder access permits (maximum of 5 access permits per stall which must be worn/displayed at all times).

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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**ARRIVAL AND BUMP-IN AT THE OPENING NIGHT PARTY**

1. The Light Square Hub venue will open to food vendors for set-up from 3.00pm. Please arrive at your allocated time to prevent any delays. Entry on to Light Square will be from Currie Street heading West.
2. Deliveries to your stall must not occur before your arrival time on the day. **NO EXCEPTIONS.**
3. On arrival, a Feast Official will direct you to your stall.
4. All vehicles (excluding food distribution and coolrooms) must be removed from Light Square **by 5.30pm.**

**DURING THE EVENT**

1. The Opening Night Party starts at **6.00pm** and concludes at **1am (Food Vendors to close from Midnight).**
2. No vehicles will be permitted back onto the site during the event.

**END OF THE NIGHT & BUMP-OUT**

1. Vehicle access at the end of the night will not be allowed until the crowd has dispersed. This will not be until at least 1.00am and could possibly be later. This is for the safety of patrons.
2. Vehicles are not permitted to queue on Currie Street before this time.

**ELECTRICITY**

1. All electricity requirements for your site must be completed in **section 4** in order for your site to be powered on the night. In the same section, we will also need to know the details of what devices you intend to run for planning purposes.
2. Food vendors will need to supply their own powerboards, etc. All appliances **must** be tested and tagged by a qualified electrician prior to the event.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_