

## Terms and Conditions for participation in the Inaburra Fete 2019

### General

1. Exclusivity is not offered.
2. All display items are to be provided by the stallholder unless otherwise agreed by the School. Large advertising banners are to be kept at rear of stall. Please do not attach anything to school property.
3. The stallholder must ensure that all rubbish generated while on School premises is removed and disposed of appropriately offsite or securely placed into the on-site bins provided. All equipment owned by the stallholder must be promptly removed at the end of the Fete.
4. All stallholders must be covered by appropriate **Public Liability Insurance** whilst on school premises and arrange their own insurance cover. A copy of Current Public Liability Insurance Certificate must be provided with the application form.
5. There is no parking available onsite. Vehicles should be parked in the surrounding streets away from the entrance to the School to allow for visitor parking, and in compliance with the relevant street signage and any parking policy operated by the School. No parking is permitted in Bowra Close. Vehicles must be operated safely while onsite.
6. Stallholders must follow any instructions given by School representatives.
7. The School reserves the right to require the removal of any person or equipment from School premises. If the stallholder is given such an instruction it must be complied with without delay.
8. Trading times are 9am-3pm. Stalls must be supervised and trade for the entire duration of the event. All stalls must be packed up and off site by 4.30pm. If the stallholder is not onsite by 8.30am, the site may be re-allocated.
9. All merchandise sold must be legal and suitable for all age groups. The Fete Committee reserves the right to ask you to remove unsuitable items from sale at the fete.
10. Merchandise must be as described in the application form, unless otherwise agreed to in writing from the Fete Committee.
11. The location of the stall will be at the discretion of the Fete Committee, however stallholder preferences will be taken into consideration. Successful applicants will be advised of approximate stall location after payment of fees is received. Stalls may be relocated at any time and for any reason. If you have a specific preference, please ensure you note that clearly on the form.
12. In the event of wet weather, the fete and open day will continue. Stall location changes may not be possible on the day, even in the event of wet weather. Please consider this at the time of application. If the rides are cancelled, a refund will be offered to premium stallholders only.
13. Stalls are offered on the basis of size indicated in the site information to be provided to the stallholder. Stallholders must operate their space in accordance with the guidelines set out, and must not exceed the limit of their designated stall space.
14. Loud or amplified product promotion by stallholders is not permitted.
15. Collection of donations, competitions and raffle tickets cannot be run or sold unless first being approved in writing by the Fete Committee.
16. Inaburra School will not be responsible for loss of or damage to any property of participating stallholders. You must pay promptly on demand for any loss or damage to School property that the School incurs relating to the actions or inactions of you or your representatives.

17. The School has artificial grass (outside) and timber surfaces (gym). Stallholders are required to take direction from School representatives and comply with such instruction to ensure no damage occurs.

#### Health & Safety

1. It is the responsibility of stallholders to trade in accordance with **ALL** applicable federal, state and local government laws.
2. It is the responsibility of stallholders to ensure that their products conform to all relevant product safety regulations and guidelines, including Australian Standards.
3. All items must be set-up and maintained in a safe and secure manner. Walkways must remain clear and free of products and displays must not interfere with neighboring stalls.
4. Any electrical equipment must be safety tested and tagged to the appropriate safety standards. Leads must not cross public access ways. The School reserves the right to remove any unsafe items.
5. It is the responsibility of each stallholder to promptly report to onsite supervisors all incidents including: Property damage, contagious illness, accident or injury, anti social behavior, lost children, any other issue raising or which could raise concern for the Health, Safety or security of stallholders or the public.
6. Fire equipment and services, and emergency exits, are not to be obstructed or interfered with.

#### Application, Acceptance & Payment

1. The Fete Committee has the final decision on stallholder acceptance and the items that can be sold at the Inaburra Fete, and need not give reasons for declining an application.
2. Once your application is received, you will be notified by email requesting payment. Within 14 days. Confirmation is subject to payment being received. Please make payment to:

**Direct Debit**

Inaburra School Parent and Friends Association

BSB:082367

Account Number: 58-593-1600

Please put name of stall in the description and forward a copy of the remittance to:

[fete@inaburra.nsw.edu.au](mailto:fete@inaburra.nsw.edu.au)

3. Completion of the application form and payment of stallholder fees constitutes agreement by the stallholder to attend the Fete and abide by the terms and conditions of Inaburra Fete contained in this document. If you are unable to attend, stallholders must notify the Fete Committee a minimum of 2 weeks before the Fete. After this date, payments already made are non-refundable.