

Friday in the Park Food Stall Information

Event Start: 10.00 am

Event Finish: 5.00 pm

Bump In:

- Stalls areas are available to set up from 7:00am.
- No vehicles allowed on grass.
- No vehicles to be parked on Spence St, **DROP & GO ZONE ONLY**
- Site map will be issued Wednesday prior to the event
- Volunteers will be available on the morning to direct to correct stall
- Volunteers are not responsible to assist with setting up your stall

Bump Out:

- You are expected to man your stall until 4:00pm.
- No vehicles allowed on grass.

Adverse Weather:

- There will be no alternative date if the event is cancelled due to weather conditions.
- If the weather is uncertain, a decision to cancel will be made by organisers on **7am Friday 5th July 2024** or the morning of the event. You will be notified via email. The Cairns NAIDOC Committee will make a public notice on BBM 98.7FM.

Terms And Conditions:

- Applications that are incomplete will not be accepted.
- Event Organisers reserve the right to withdraw any application or approval at any time.
- Distribution or selling of items is to commence at 10:00am after arrival of Cairns NAIDOC March.

Marquees & Equipment

- Hire of marquee, equipment and other materials required to operate the stall are the sole responsibility of the stallholder
- If you require hire of equipment, you need to arrange it through Underwood Party Hire.

Underwood Party Hire Contact Information

- **Amy** from Underwood Party Hire
- info@underwoodpartyhire.com.au
- 100 BUCHAN STREET PORTSMITH CAIRNS
- PO Box 444 Cairns QLD 4870
- PHONE: 07 4035 4513
- www.underwoodpartyhire.com



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Food Stall Information

Powered site:

- **Stall holders must:**
 - Ensure all electrical equipment is Tested and Tagged
 - Must be tagged by a qualified electrician
 - Must comply with direction provided by a qualified electrician
- An electrician will be available the morning of the event to test and tag any equipment.
- If it is determined that your appliance has tripped the supply, without having completed a test and tag you will be charged an additional fee of \$50.
- **Limited to ONE 15amp power point per stall.**

Environmental Health

- **Cleanliness**
 - Please maintain and leave your stall location in a clean and neat manner.
 - All organic waste and scraps must be removed by the stallholder from the Esplanade precinct.
 - All general rubbish created by the Food Stall is to be removed from the Esplanade precinct by the stall holder. Food Stall rubbish cannot be placed in the bins provided for the general public.
 - Cairns NAIDOC Committee will provide a shared sink with water access for all Food Stalls.
- **Compliance**
 - Council health inspectors may be present and may inspect your food stall on the day to ensure that the appropriate hygiene practices are in operation.
 - Inspectors reserve the right to close your stall/mobile food van down if you do not comply with the Food Safety regulations.
 - The Cairns NAIDOC Committee will not be held responsible for any food stall which is ordered to be closed by the Environmental Health Officer as a result of any breach of the Health Regulations.
 - Where possible please use only Recyclable and biodegradable containers and lessen the use of plastic or polystyrene.
 - No glass (bodies or otherwise) are to be sold.
 - Oils etc, from cooking appliances must be contained and removed from the Esplanade precinct grounds and not be poured into park drains or onto grass.
 - All organic waste and scraps must be removed from the Esplanade precinct grounds and not be left or placed in general garbage bins provided for the public.
 - All Food Stall are required to cover the ground within your stall. E.g. a tarp.
 - All food preparation must be conducted within your own stall. There will not be sufficient space to accommodate any additional structures.

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Food Handling Licence

- Temporary food premises are defined in the Food Act 2006 as premises other than fixed premises or mobile premises, and includes, for example, a stall or a tent.
- Health Regulations needs to be adhered to at all times.
- Under the Environmental Health Regulations all food stall holders must complete an application for a Temporary Food Stall available from Cairns Regional Council – www.cairns.qld.gov.au.
- https://www.cairns.qld.gov.au/data/assets/pdf_file/0012/185889/TempFoodBusiness.pdf
- https://www.cairns.qld.gov.au/data/assets/pdf_file/0017/7280/Tempfood.pdf
- Copy of your approved licence is to be provided to the Cairns NAIDOC Committee by **21st June 2024**.
 - naidoc Cairns@diydg.org.au
- Failure to verify approved application will result in your stallholder application being cancelled.
- The application form and any supporting documentation must be submitted with payment directly to a customer service centre, or by post with cheque or money order made out to Cairns Regional Council.
- Please Note – If all requested information is supplied, the application will take up to 30 business days to process.

Contact Details Regarding Food Licencing:

- CAIRNS REGIONAL COUNCIL
- Sharon Murray, Environmental Health Officer
- Planning, Growth & Sustainability
- PHONE: 07 4044 3489
- S.Murray@ Cairns.qld.gov.au

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Menu and pricelist:

- All menus and prices must be submitted by **24th May 2024**
naidoc Cairns@diydg.org.au

Prices:

Food Stalls	
**Required to comply with Cairns Regional Council's Environmental Health Regulations. **Food Stalls must organise all of their own equipment including marquee (either self-provided or order through Underwood Party Hire)	
3m x 3m Stall	Food Stall Costs: \$460
3m x 6m Stall	Food Stall Costs: \$520
Self-provided Food Van	Food Stall Costs: \$520

Payments:

- All invoices will be issued by Deadly Inspiring Youth Doing Good Aboriginal & Torres Strait Islander Corporation. The Cairns NAIDOC Committee's Auspicing organisation and partner.
- Stall fees must be paid prior to the event.**
- Any queries regarding payment of stall contact: DIYDG Finance Team**
 - Finance@diydg.org.au
 - (07) 4253 7011**

Contact Information:

- Friday in the Park Coordinator: Lynette Dewis
 - lynette.dewis@diydg.org.au
 - naidoc Cairns@diydg.org.au
 - 0402 612 013