

2025 APPLICATION

FOOD/DRINK VENDORS for food trucks/and non-alcoholic beverages ie. Coffee/Bubble Tea/Icees / Ice-Creams etc

and

This year we are also including a focus on local fare- sampling/marketing booths for Wine/Brewery and local produce ie Coffee/Cheeses etc / these will be held in the Upstairs bar of the Jockey Club.

Enquiries: Event Co-ordinators

Michelle Bailey 0408 436 552

Martin Bailey 0415 886 099

admin@northcoastshowandshine.com

PLEASE NOTE: This form is NOT FOR TRADE/MARKETS THIS FORM IS FOR CATERING VENDORS ONLY!!

We are offering an opportunity for all types of beverage (non-alcohol as the Jockey Club is licensee of Venue) and food vendors with professional presentation to be part of this event for food service to our public and exhibitors, last year we had approx. 8000 through the gate and are expecting the same and more from feedback, all the food vendors sold out in 2024 so we are aiming to have more available.

There is a Limited Number of places available and will be available to our Northern Rivers Local caterers. Please supply an Expression of Interest application to admin@northcoastshowandshine.com should your application be approved, an invoice and information will provided by email. NOTE: Will be only offering acceptance of one of each type of food vendor (other than coffee carts which we will be accepting 3 applications for)

Event Co-ordinators: Martin bailey 0415 886 099 Michelle Bailey 0408 436 552

email: admin@northcoastshowandshine.com

www.northcoastshowandshine.com

PO Box 170, Lennox Head NSW 2478

ABN Regd

Draft in works:

North Coast Show n Shine and Swap Meet : Event 4th May 2025

Please include details of the following information in your application:

- Photos of your food stall or van
- A complete menu & current price list (sample if available)
- Current NSW Food Licence and Council permits and Public Liability Insurance
- Power requirements – 10amps or 15 amps if any
- Current leads tested and tagged photo (to be updated for May 2025)

(NOTE: there will be an electrician on site to check electrical standards are to NSW Code)

Business Trading Name: _____

Food/Drink Services/ Distributors : _____

Contact Name: _____

Email Address: _____

Mobile: _____

OUTDOOR SITES: Total Size of site including vehicle/trailer incl draw bar required: _____

Power requirements: _____

Please supply Event or/ Market Public Liability Insurance Policy number: _____ Expiry: _____

Please Supply copy of Your Public Liability with application

OUTDOOR SITE FEES FOR FOOD TRUCKS / MARQUEES

	Rate	+Power	TICK WHICH ONE
3mx3m	150	200	
6mx3	250	300	

INDOOR BOOTHS FOR LOCAL PRODUCE WINE/BREWERIES FOOD SAMPLING BOOTHS 15 booths available

	Rate	+Power	TICK WHICH ONE
2mx2m	150	200	
4x2m	250	300	

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2025 EXHIBITORS, TRADE & FOOD VENDORS CONTRACTUAL TRADING TERMS & CONDITIONS

Date: 4th May 2025

If you do not agree with the "Terms and Conditions" or pay Site Fees in full, you will not be permitted to enter or set up a Site .

NB: All Exhibitors & Food Stalls will be required to sign & return email the EVENT PARTICIPATION WAIVER, RELEASE & ACKNOWLEDGEMENT AGREEMENT form prior to attending.

Please note: ALL Exhibitors and Food Vendors enter at their own risk and must have their own Public Liability and submit and return by email Event Participation Waiver, Release & Acknowledgement Agreement prior to entering site

1. IMPORTANT TERMS & CONDITIONS: FOOD AND TRADE/MARKET VENDORS

1. Stalls must register with the Administration prior to set up. Bump-in is from Saturday 3rd noon to be ready by on site 9am Sunday 4th May 2025
2. Stalls must submit a current Public Liability Certificate & signed Event Participation Waiver, Release & Acknowledgement Agreement form at the time of booking or prior to Bump-in.
3. Stalls must comply with all Food & Safety and Electricity Safety Law requirements.
5. Stalls must remove general waste and own packaging (not put in the event wheelie bins)
7. Stalls with marquee's will be secured with ground weights to withstand all weather conditions.
8. Stalls structures and equipment are the sole responsibility of the Business or Company owner.
9. Stalls will be allocated with ground space based on the application submitted.
11. Stalls must not exceed the ground space booked including drawbars on trailers and will not have additional structures onsite
12. Stalls may be re-allocated by Event Management without notice if deemed necessary.

2. INSURANCE (PUBLIC LIABILITY)

It is a requirement that all the Stall Holders have a current, non-cancellable public liability insurance policy for the duration of the event. This includes the period before and after the event allowing for the preparation, dismantling and removal of all equipment

If you DO NOT have a policy ... please obtain a current non-cancellable public and product liability insurance policy for the duration of the Event and then re-apply. Market Stall Insurance is available for immediate online purchase from certain Insurance Companies.

The Event accepts no responsibility for any loss or damage to any property of the Stall holder brought to the Event; or injury to any person associated with the Stall Holder at the Event.

Any Stall Holder who intends to sell or handle food at the Event is required to be registered under the Food Act 2006.

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3. FOOD STALL OPERATION

Under the Food Act 2006, food should be protected from contamination according to the requirements of the Australia and NSW Standards Code. Public Health Officers [PHO's] may monitor the operation of food stalls at The Festival. Food handlers must take reasonable precautions to protect food from contamination. Only persons directly involved in food preparation, cooking and sale of food are to be permitted into the food stall. Adequate hand washing facilities should be available, and utensils and food contact surfaces should be kept clean. Food preparation and storage areas should be kept in a clean and sanitary condition. Temperature Control – Potentially hazardous food should be maintained at 5°C or below or at 60°C or above. Potentially hazardous food is food that must be kept at safe temperatures to minimise the growth of pathogenic micro-organisms or prevent formation of toxins. Hot food needs to be kept and served at 60 °C or above and cold food should be kept refrigerated. Cool rooms can be hired for use on the day and suppliers can be found in the yellow pages. Please contact The Festival Management Office to book a space for your cool room. For further information on safe handling of food at food stalls, please refer to the relevant fact sheets under NSW Health .

4. WORK SAFETY

1. Smoking is not permitted by Stall Holders whilst in or around their stall.
2. Stall operators have obligations under the Work Safety Act 2008 to manage the health and safety aspects of their stall.
3. Please consider your stall layout. Keep all heavy and sharp objects stored and ensure any potential slip & trip hazards are to be removed at all times.

5. RECYCLING

1. PLEASE REMEMBER TO LEAVE THE GROUNDS AS YOU ORIGINALLY FOUND THEM ON BUMP-IN.

A: Ensure the ground space in your area is kept clean and free of rubbish at all times.

Commercial Cardboard & packaging is the responsibility of the Stallholders and is to be taken away at the conclusion of Show. Food Stalls are responsible for the area around their stall and for disposing of all waste including cooking oils at the conclusion of the Event.

B. Stallholders are required to comply with recycle policy guidelines to separate bottles, cans, cardboard, oil, etc.

6. ELECTRICITY REQUIREMENTS

Temporary electrical installation and distribution on site is carried out by a contracted electrician. All Stallholders will be required to pay for the use of power. Priority is given to Food Vendors. Limited power available for Trade Sites and it must be requested and approved prior.

It is important that all electrical appliances are tested and tagged.

Any faults or power damage failures caused by stall holders due to the under estimation of power required shall be charged to the stall holder. You will be given the exact amount of power that you order on your application form.

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To ensure quality and safety of power supply, compliance with the following is required

- Double adaptors are NOT to be used!
- Stallholders must provide their own Power Boards [with an earth leakage circuit breaker and or Power Leads for distribution of power to their allocated power point [current safety tags are required]
- Failure to advise of your requirements may result in insufficient power [blackouts]. Your honesty and accuracy will ensure the electrical department runs smoothly. Faulty electrical equipment will be removed. No cool rooms will be placed near stalls and vehicles are not to be parked on footprints.

7. WEATHER

1. The Event management does not accept any liability for any kind of weather conditions being inclement or other. If a risk assessment deems it necessary for the Event to be cancelled due to adverse weather conditions or unforeseen circumstances beyond the Event Managements control, there will be no refunds under any circumstances.

8. BUMP-IN: Bump-in from 6.00am-Sunday 4th May 2025

NB: Latecomers will not be guaranteed access to their site if positioning is too difficult after the set bump in times expire. Alternative arrangements for a new site will be made by the Event Management if deemed necessary. There will be no refunds if the Stall Holder is not satisfied with the relocation due to his/her late arrival. The Stall Holder may choose to trade or vacate at their own discretion and at their own expense.

All Stalls must OPEN from 9.00am-3.00pm SUNDAY

All Stalls must CLOSE by 3.00pm SUNDAY

All Stalls must VACATE the area by 5.00pm SUNDAY after the event.

Food Stall deliveries or any vehicle will not be allowed access onsite after 8.30am, times are enforced for public safety and insurance liabilities.

6. All Stalls must take their own garbage away by the close of the Event SUNDAY.

7. All Stalls must take all equipment and belongings away upon vacating Showgrounds after the Event.

8. Parking of stall holder vehicles on the Event site is strictly not allowed other than for unloading or loading equipment at specified times. Parking inspectors will be on site.

9. Stallholders must take reasonable care to avoid causing injury, loss or damage to themselves or to other persons or property whilst attending the Event

9. REFUND POLICY

The Stall holders reserve the right to non-attendance or make a cancellation for whatever reason and therefore will forfeit the site fee at their own expense. There are no refunds offered for any occurrence including unfavourable weather conditions as stated in Clause 7 under WEATHER.

10. CONDUCT

All Stallholders and personnel are required to conduct themselves in a civil and responsible manner. Any Stallholders (or their agents) deemed to be in breach of this requirement, or in breach of Event Conditions will be asked to leave the premises with immediate effect.

11. SOCIAL MEDIA & MARKETING

The Stall Holder consents to the Event Management taking photo or video images and recordings of the Stall holder and their stall during and after the Event, for promotion and reporting of this Event and future Events in any media.

The Stallholders' agree to abide by the outlined Trading Terms & Conditions and does so by submitting the online Application or Food Vendor Application

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12. FORCE MAJEURE

The usual provisions of Force Majeure apply for circumstances that are beyond the direct control of Event Management.(e.g event cancellations due to factors beyond our control). Please note that the Ballina Jockey Club have the right to also cancel any event conducted on the premises if, in their opinion, the site conditions are unsuitable or the safety of patrons at the event is considered a risk.

NO WARRANTIES PROVIDED

While reasonable care is taken in the preparation of these Terms & Conditions, the Event does not guarantee or warrant the completeness or currency of the information on this schedule or its usefulness in achieving any purpose. Information on this schedule should not be used without validating that information from appropriate sources and obtaining professional advice where it is prudent to do so. You should make and rely upon your own assessments and enquiries to verify the accuracy of the information provided.

I have read the Terms and Conditions and by Booking a Food Site or Trade Site with East Coast Event Management I agree to be bound by the requirements and responsibilities therein. I acknowledge that I have read and understand and agree to abide by the Terms and Conditions as specified. As this is an important document, I have exercised my right to seek independent professional advice before signing as the person responsible.

13. COVID-SAFE EVENT MEASURES

The event will be presented as a Covid-Safe Event.

Vendors are Businesses in their own right and must comply with all relevant Public Health Directions that are applicable to them.

Vendors should offer customers a contact-less payment option if possible.

Our Administration Team will be available to assist vendors with Covid-Safe guidelines if required.

If the event cannot proceed due to a lockdown or any other Government changes or requirements, all booking fees will be rolled forward to a re-schedule date.

I have read, understand and agree to the Booking Terms and Conditions

Signed: _____ NAME: _____

Email _____

IMPORTANT INFORMATION

2025 Site Bump-in times from :

Public Entry: Sunday 9-2pm All Trade Sites are to be set up by 8.00am Sunday and stall owners vehicles must be parked in the designated exhibitor parking areas.

Bump Out: Sunday after 2.30pm. The Gates will be locked from 5pm.

Unpaid bookings will not be registered or assigned.

Call Administration 0408436552 Michelle or 0415 886 099 Martin

Acknowledgement of thanks: Use of content from other event sites for this information, but not copyrighted.

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May 2025 NORTHERN RIVERS SHOW N SHINE & SWAP MEET EVENT PARTICIPATION WAIVER, RELEASE & ACKNOWLEDGEMENT AGREEMENT

IMPORTANT NOTE: This is a legal document binding upon the parties. You should read carefully and sign at the bottom of the page which signifies that you have read it, understand it and agree to comply with it.

This agreement relates to North Coast Show and Shine & Swap meet event 25th February 2024 at the Ballina Jockey Club.

The Event Coordinators Martin Bailey 0415 886 099 and Michelle Bailey 0408436552, email contact admin@northcoastshowandshine.com

I acknowledge the opportunity to participate at the Car Show at any time for setup up/pack down and event either as a Volunteer, or an Employee, or a Trade Exhibitor or a Food Vendor or a Charity Organisation or a Product Supplier or a Community Organisation or a Performer/Act or Band is subject to the following terms and conditions;

1. I agree to follow promptly and diligently all the instructions given, by either the Promotor or the Event Organisers' and Event Staff Team during the Show;
2. I agree that any images taken during the participation in the event may be used by the Promotor for promotional purposes and the copy right of these images owned by the Promotor. I will not claim any remuneration because of the Promotor using my name, images, voice in media, for any period the Promotor deems required for the promotional purpose;
3. I accept all risks associated with participating in the Car Show Event including prior to set up or during operating hours of the event and pack down of the event if my services are required;
4. I consent to receive any medical treatment such as first aid, that the Promotor or Event Organiser, or any event management staff consider necessary during or after the event;
5. Subject to any liability which cannot be excluded by law, I agree that the Promotor, The Event Coordinator, Organiser, Suppliers and Contractors, are not responsible for any claims in relation to personal injury, death or damage to property that I may suffer directly or indirectly whether it arises from my negligence or otherwise in connection with my participation in the event;
6. Subject to any limitations imposed by law, I indemnify the Promotor and the Event Organiser against any loss, claim (including third part claims), liability, expenses (including legal and associated expenses) or damages of any nature or description whatsoever (regardless of whether caused by any acts or omission on the part of Promotor or Event Organiser or their staff) suffered by the promotor or the event Organiser either directly or indirectly as a result in the participation of the event;
7. If you are under 18 years of age at the time of entering the event, the declaration of accepting the terms of entry must be accepted by your parent or guardian. You agree that your participation will be supervised continuously by an adult throughout the event. Failure to do so will result in your entry being declared void;
8. I hereby declare that I have read all the terms and conditions as stated above and agree to fully comply with them.

Name: _____ Mobile: _____

Company/Organisation: _____ Email: _____

Signature: _____ Date: _____

Parent / Guardian consent if under 18yrs)

Name: _____ Mobile: _____

Signature: _____ Date: _____