



# STALL HOLDER APPLICATION

Saturday 21 March 2020

**Coordinator Contact:** Tony Andracchio 02 6959 3054 or 0409 694 377

**Cost:** \$25

**Contact Name:** \_\_\_\_\_

**Business Name (if applicable):** \_\_\_\_\_

**ABN (if applicable):** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_ **State:** \_\_\_\_\_ **Postcode:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Description of items sold/exhibited:**

**Please list equipment used:**

eg. trailer, trestle tables, chairs, marquee, safety barriers

**Standard park site size is 4m x 4m. If a different size is required, please specify required size and explain reasons why larger site is required:**

This application must include evidence of minimum \$10 million public liability insurance cover in respect of the event, with John O'Brien Bush Festival Committee Inc's interests duly noted. If your insurance cover comes under another community group please list them here:

**Certificate of Currency attached:**  **Yes**  **No**

**Dates shown on Certificate from:**        /        /        **to**        /        /

## TERMS AND CONDITIONS

The use of public address systems and broadcasted music by stallholders is not permitted as this would compete with pre-arranged musical accompaniment.

Copies of food handling certification may be requested and must be provided if requested by an official organising member.

As a stallholder, you are responsible for the security of your own goods, removing waste products and for coping with adverse weather conditions (stallholder fees will not be refunded in case of rain). Stallholders can set up once the location is ready as determined by the organiser. There is to be no swapping of allocated positions so visitors can easily be directed if need be. Offensive or illegal items, toy guns or other inappropriate goods for a family-orientated Festival will not be permitted to be sold or displayed.

The following section must be completed and signed by all exhibitors. Your application will not be accepted until this section is complete. If a section does not apply to you as an exhibitor, please write N/A in the appropriate space.

Your site is an extension of your workplace and hence the same Occupational Health and Safety legislation issues apply.

Please list in the first column below any specific hazards or risks your exhibition may cause. In the second column below, list the actions you will undertake to minimise the risk of the hazard.

<b>Fire &amp; Electrical Hazard</b>	
List any items or practices which may cause or exacerbate a fire or electrical hazard.	List solutions to each hazard that you will initiate.
<b>Trips, Slips and Falls</b>	
List any items or practices which may cause or exacerbate the hazard including slippery ropes and tent pegs, heavy objects which may be subject to instability.	List solutions to each hazard that you will initiate.
<b>Equipment, Plant &amp; Machinery Risks</b>	
List any items or practices which may cause or exacerbate the hazard. Please include mobile equipment and any dangerous equipment that may have sharp objects.	List solutions to each hazard that you will initiate.
<b>Dangerous Goods, Hazardous Substances &amp; Chemicals</b>	
List any items or practices which may cause or exacerbate the hazard.	List solutions to each hazard that you will initiate.

### Other Hazards

Please list any additional hazards your site will contain.	List solutions to each hazard that you will initiate.

I certify that the above information is an accurate assessment of the hazards and risks that I have identified. I will undertake to address these hazards and risks as indicated. Should additional hazards or risks arise prior to the event, I will notify Narrandera Folk Festival Organising Committee or Tony Andracchio, the Stallholder Coordinator, immediately.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please return this completed application form to:  
Narrandera Folk Festival Organising Committee  
9 Paynters Siding Road, Narrandera NSW 2700  
or email to: [team@narranderafolkfestival.com](mailto:team@narranderafolkfestival.com)

Fee of \$25 may be paid with the completed form via post  
or by direct deposit to John O'Brien Festival Inc. BSB 633-108 Acc No 163311616

**NOTE: This information shall be used by Narrandera Shire Council  
in emergency planning and could be circulated to emergency service providers.**

**For your own records, please keep a copy of this form.**

**You will be notified shortly of the outcome of your application and your site will be allocated on the day.**