

Find it in Forbes this CHRISTMAS

Evolution Mining presents Find It In Forbes Christmas Carnival – **FOOD STALL BOOKING FORM 2024**

All applications must be received no later than Monday 4 November 2024 – please email your application to the Business Chamber to forbes.businesschambernsw@gmail.com along with proof of payment. You are welcome to post your application and payment if you wish.

This is an application only and subject to the approval of the Forbes Business Chamber Executive Committee. The Forbes Business Chamber Executive Committee reserve the right to accept or reject any application.

If the application is unsuccessful, payment will be refunded, and the applicant notified.

Exhibitor (Company or Business Name) _____

Contact Name: _____

Address: _____

_____ Landline: _____

Email: _____ Mobile: _____

Website: _____ Facebook: _____

Description of product: _____

Payment methods accepted:

Bank Deposit preferred method	BSB: 802394 Account Number 34052 via Central West Credit Union Account Name: Forbes Business Chamber Inc. Reference: Use your contact name
Cash	Please deposit cash at Central West Credit Union
Cheque/Money Order/P O Note	Made payable to Forbes Business Chamber and post to P O Box 510, Forbes NSW 2871

I have completed the following and attached

Application Information above	Please circle	Yes	No
Payment. Fee is payable in advance.	\$100	Yes	No
Public Liability Certificate of Currency	Essential	Yes	No
Food Safety Supervisor Certificate	If applicable	Yes	No
Liquor License	If applicable	Yes	No
Please remember to attach this form	Essential	Yes	No
I require the following:			
Truck length for food	Over 6m	Yes	No
Double Market Stall 6m x 3m	Please advise	Yes	No
Power – Bring a generator if possible	Very hard to achieve.	Yes	No

Please note that when sites are allocated and stall holders will be notified of their position and load in details.

Terms & Conditions – As a Stallholder I Understand:

1. All stallholders must be covered by Public Liability Insurance and provide a copy to Forbes Business Chamber.
2. For all Food Stallholders a current Food safety supervisor Certificate is to be supplied.
3. All applicants are subject to approval by the Forbes Business Chamber Executive Committee. All applications must be accompanied by a payment and be completed in full.

SET UP REQUIREMENTS

4. Stall sites are 3 x 3m for single sites and Double sites 6 x 3m. Sites are not to exceed allocated space.
5. Forbes Business Chamber reserves the right to determine location of your stall or display.
6. All stallholders are required to provide their own tables, chairs and equipment they require on the day. It is a Stallholders responsibility that the stall setup complies with WHS requirements.
7. Presentation of your stall and products must be of a high standard. We encourage you to decorate in a Christmas theme if possible.
8. Stallholders should be considerate of other stallholders during setting up, dismantling and activities during the event.
9. We encourage all stallholders to be as environmentally conscious as possible.
10. Food Stalls must set up from 2pm and Market Stallholders from 3pm and completed by 4:30pm for the event to start at 5pm on the Friday evening. Forbes Christmas Carnival will run from 5pm to 9pm.
11. Templar and Rankin Street will be closed by Forbes Shire Council at Midday. Food Stallholders will have access from 2pm and Market stallholders will have access from 3pm. Arrive, unload and get your vehicle off-site as quickly as possible. Stallholders will be permitted to disassemble their stalls after 9pm and limited vehicle access will be allowed under strict instruction from event organisers.

EVENT CANCELLATION

12. As this is an outdoors event there are no refunds or credits in case of force of major events or circumstances beyond the measurable control of the organising committee which prevent or disrupt the event such as acts of God, war, rain, hail, fire, explosion, civil disobedience or legislation not in force at the date of this application.

Should you make the decision not to attend the event after your application and payment has been processed the site fee will not be refunded nor will it be credited to the next event.

Name Signature Date