**Stallholder Application**

**WARAMI – Burramutta Day – NADOIC WEEK**

**Date: Sunday 11th of July, 2021**

City of Parramatta’s NADOIC celebration has been running for over 10 years. It is a celebration of first nations music, art, cultural, dance, language, and traditions.

**Call Out:** We are looking for food, arts and craft and service stalls that are run by first nations people or would benefit first nations communities.

**Taking Part**

The event is wholly funded by the City of Parramatta Council (CoP). CoP will be providing all infrastructures on site, including marquees, structures, generators, dry waste services, fencing, lighting, furniture etc. Site fees are in consideration of these costs and are determined by the Manager, Major Events. Any of the above elements (marquees, power, water connections/tanks, trestle tables, chairs etc.) must be ordered through Council through the below form.

*Refer to the Stallholder Guidelines for further information about stallholder rules & expectations.*

**Stallholder Fees & Prices – ( price finalised after application is received)**

|  |  |  |
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| **Category** | **Inclusions** | **Cost (ex. GST)** |
| Marquee Stall | One 3m x 3m pagoda including pro flooring, service bench, 2x chairs, lighting, dry waste service, shared hand washing sink, up to 2 x 10 or 15 amp power, stall signage and additional scenic decorations for stall in theme of event | Community rate:  $50 - $100  Corporate Rate: $300 - $500 |
| Van or Cart | One 6m x 3m space, dry waste service, 2 x 10/15 amp power | Community rate:  $50- $100  Corporate Rate: $300- $500 |
| **ADDITIONAL FEES** | | |
| Additional Electric Power - Extra outlet (per 10 amp or 15 amp point) | | $34 |
| Electric Power (3 phase, 32 amp, 5 pin) | | $151 |
| Additional trestle table – 1.8m | | $20 |
| Additional trestle table – 2.4m | | $23 |
| Additional Chairs: Plastic/unit | | $5 |
| Cool Room: shared space | | $150 |

NB: Stallholder fees do not include health inspector fees, which are invoiced separately by Council’s regulatory team after inspection at the event. You will have the option to pay a one-off amount, or one fee to cover you for all City of Parramatta events for the year.

**Burramutta Day**

**Stallholder Application Form**

|  |  |
| --- | --- |
| **1. STALLHOLDER DETAILS** | |
| Company Name / Organisation: |  |
| Name on stall sign: |  |
| Contact name: |  |
| Position: |  |
| Mobile: |  |
| ABN: |  |
| Address: |  |
| Email: |  |
| Facebook: |  |
| Instagram: |  |
| Stall/truck dimensions: |  |
| BOH size required  (if available but not guaranteed): |  |
| Description of Stall  (30 words) |  |

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| **2. STALL REQUIREMENTS** |  |  |
| **TYPE OF STALL** | **QTY** | |
| **Marquee Stall – 3m x 3m Marquee**  **Includes:**  **One 3m x 3m pagoda, pro flooring, service bench, 2x chairs, lighting, dry waste service, shared hand washing sink, up to 2 x 10 or 15 amp power, hand painted stall sign and additional scenic decorations for stall in theme of event** |  | |
| **Food Truck or Cart – 6m x 3m Space Only**  **Includes:**  **One 6m x 3m space, dry waste service, 2 x 10/15 amp power** |  | |
| **TOTAL INFRASTRUCTURE REQUIRED** | **QTY** | |
| Power Outlet - 10 amp point |  | |
| Power Outlet - 15 amp point |  | |
| Power Outlet – per 3 phase, 32 amp, 5 pin |  | |
| Trestle Table 1.8m |  | |
| Trestle Table 2.4m |  | |
| Plastic Chairs |  | |
| Shared cool room access |  | |
| **Water:**  Do you require close access to water ❑ Yes ❑ No  Do you require a **direct connection** to a tap ❑ Yes ❑ No | | |

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| **3. POWER DETAILS** | | | | |
| **If you have requested power for your site, please list each individual piece of equipment that will use power in your stall – if you are unsure, power details can be found on the appliance.** | | | | |
| **Item #** | **Type of Equipment** | **Rating (amps)** | **Rating (watts)** | |
| *Example* | *Blender* |  | *750 watts* | |
| *Bain-marie* | *15 amps* | *3.6 KW* | |
| 1 |  |  |  | |
| 2 |  |  |  | |
| 3 |  |  |  | |
| 4 |  |  |  | |
| 5 |  |  |  | |
| 6 |  |  |  | |
| 7 |  |  |  | |
| Do you use gas for cooking?  I will provide my own tested and tagged extension leads and power boards | | | | ❑ Yes ❑ No  ❑ Yes |

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| --- | --- | --- |
| **4. STALL HOLDER DOCUMENTATION** | |  |
| **You are required to have a current Food Safety Supervisor Certificate, Public Liability Insurance for $20 million covering the activities and Worker’s Compensation Certificate (if applicable) at this stall site – please attach certificates.** | | |
| **Food Safety Supervisor Certificate (FOOD STALLS ONLY)** | | |
| Name |  | |
| Document Number |  | |
| Expiry Date |  | |
| **Public Liability Insurance** | | |
| Insurance Company |  | |
| Policy Number |  | |
| Expiry Date |  | |
| **Worker’s Compensation Certificate**  ❑ No, I do not have a Worker’s Compensation Certificate. (Please provide a written letter with your letterhead and advise the reason).  ❑ Yes, I have a Worker’s Compensation Certificate. (Please complete the details below). | | |
| Insurance Company |  | |
| Policy Number |  | |
| Expiry Date |  | |
| I have attached a copy of my:  Food Safety Supervisor certificate ❑ Yes ❑ No ❑ N/A  Insurance Certificate ❑ Yes ❑ No  Worker’s Compensation Certificate ❑ Yes ❑ No  Letter for no Worker’s Compensation Certificate ❑ Yes ❑ No | | |

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| **5. MENU/ SALE ITEMS/ SERVICES** | | |
| List a maximum six types of food/ items or services that you would like to sell / promote include prices for each item: | | |
| **Item** | **Price** | **GF, Vegan or Vegetarian  (if applicable)** |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |
| 6. |  |  |