



Gala Day Saturday 17th March 2018 10am to 4pm

STALL HOLDER TERMS & CONDITIONS

Site Confirmation

Registration of interest must be received by **Monday 19th February 2018**, which includes completed and signed site application and Liquor Stall and/or food application forms and full payment. Registration does not ensure automatic entry, Caroline Bay Rock and Hop reserves the right to accept or reject any site application. Caroline Bay Rock and Hop will try to ensure that sites are allocated fairly and reasonable. Confirmation of your site number and site map will be sent prior to the event.

Payment Options

Payment of sites must be made by cheque made out to: Hospice South Canterbury and posted together with your completed and signed application form, and Food Application Form to: Hospice South Canterbury, PO Box 4007, Highfield, Timaru 7942. Direct credit to: 03 0887 0348568 00 Please use CBRH and your company name as reference.

Cancellation

Cancellations are still liable for full payment of the site unless the site can be resold.

If due to weather conditions the Gala Day cannot be held at Caroline Bay we have an alternative venue, you will be notified as soon as the decision to shift the event has been made.

Setup

Caroline Bay will be accessible for setup on the Friday 16th March however this will be at your own risk. Gates will be open again from 7.30am on Saturday 17th March 2018. Setup must be completed by 9.30am before the gates open to the public at 10.00am. Late stallholders may be refused right of entry.

Pack Up

Sites must be packed down within 2 hours of the event closing at 4.00pm. Dismantling must not commence till closing of the event.

Power Sites

Power is available. Please indicate on your application form. Stallholders must provide their own certified extension leads. These MUST BE AT LEAST 15 Mtrs long.

Food & Wine

All food sold onsite must comply with the NZ Food Safety Authority Standards. You must bring everything you need for food production. You will not have access to power without prior arrangement. All stall holders cooking food must supply their own fire extinguisher.

Rubbish

Stall holders are responsible for the removal of all their own site rubbish. Recycling bins will be available. Your site must be returned to its original condition upon dismantling.

Other Requirements

No dogs are permitted at the Festival at any time. All vehicles must be removed from the site area by 9.30am and parked in the designated stall holders parking area.

Liability

I agree I am responsible for my own insurance, consents and/or licences required to sell my products at the Caroline Bay Rock and Hop. In no event shall Caroline Bay Rock and Hop be liable to you for any indirect, extraordinary, exemplary, punitive, special, incidental or consequential damages including loss of revenue, profits, or stock.

For further information please contact Jill Pearce 027 224 4198 DDI : 03 687 7670 or support@hospicesc.org.nz