

Southland Multicultural Food Festival 2020

Saturday, 14 March 2020, 10.00am to 6.00pm
@ ILT Stadium Southland
Surrey Park Sports Centre, Isabella Street, Invercargill

FOOD STALL HOLDERS REGISTRATION

Registration closes on 22 February, 2020

Name of Business or Organisation:	
Contact Person:	
Address:	
Postal Address:	
Phone: (03)	Cell Phone:
Email Address:	

Please see general information pages for more details. When all the stallholders have been confirmed then you will get a layout of the stalls.

The stalls will be located around the inside walls of the area we will be using. In the centre there will be a food court with chairs and tables for people to eat at if they wish. Some people may want to buy takeaways. During the food festival at different times there will be entertainment on the stage such as dancing from different cultural groups, and singing. This will encourage people to buy something to eat and stay and watch and listen and buy even more to eat.

Please send completed forms and will notify you ASAP once your application is accepted at below details:

By post: *Southland Multicultural Food Festival 2020*
46 Kelvin Street, Invercargill 9810

Email: events@southlandmulticultural.co.nz

Price of Food Stall \$175.00 (GST included) per stall

Due to extended hours of the event, a slight increase on the price of the food stall has been implemented.

Payment can be made by cheque or direct to our bank account (*references FOODFESTIVAL 2020*) or cash at below details.

Payable to: Southland Multicultural Council Inc.
SBS Bank #: 03 1355 0695299 00



1. To make sure there is sufficient varieties please provide a brief description of type of food or drink (non alcoholic) that you will be selling:

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2. Please list the electrical equipment you are planning to use on the stall:

Appliance	How many watts?	How many amps?	Does it have an electrical test tag?	What is the date on the test tag?
1.			YES / NO	
2.			YES / NO	
3.			YES / NO	
4.			YES / NO	
5.			YES / NO	
6.			YES / NO	
Total	(Max 7200W)	(Max 30A)		

Note:

1. Appliances must be rated to be able to be plugged into a 10 amp socket
2. Stallholders will be required to provide their own extension cords to utilise the power supply.
3. Will you be using gas to cook with? Yes/No (circle one)

(if Yes – please give details

Please make sure you read and understand the document “Stand and Stall Food Guidelines” which are the Invercargill City Council requirements for individual food stall holders. These requirements MUST be complied with. This is to protect you as a vendor as well as the public and is based on regulations dealing with the sale of food.

Southland Multicultural Food Festival - General Information

Date:	Saturday 14 March 2020
Venue:	ILT Stadium Southland, Surrey Park Sports Centre, Isabella Street, Invercargill
Festival times:	10:00am to 6:00pm
Expected numbers:	4,500 - 6,000 plus (estimated)
Signage:	Stall operators to provide their own signage. Signs must be Within the dimensions of the stall (ie max 3m wide). Each stall has a back wall but advertising is only permitted to be fixed to the wall with blue tack. Your menu, business cards etc can be displayed and given out on your food stall but not displayed or given out elsewhere in the Food Festival.
Stall size:	3m deep x 3m wide, Fee: \$175 (Inc GST)
Fee inclusions:	The above fee covers the following items: 2 x trestle tables Protective floor covering Electricity

Important Note:

- All food stall operators have to ensure that any food being prepared before the event should be prepared in registered food premises.
- It is the stall holders' responsibility to provide for their customers the relevant disposable eating utensils, plates and serviettes.
- Cash Float – It is the responsibility of the stallholders to organise their own cash float. There is no EFTPOS facility.

Environmental Health Officer:

Invercargill City Council Health Authorities may will be in attendance during the hours of the Festival.

Fire Safety: Any stall holders deep frying food or cooking on an open flame must have a fire blanket and CO2 fire extinguisher present.

The Food: To encourage festival goers to taste a variety of food, we ask that the price of your product be kept at a reasonable price. Between \$ to \$10 are the reasonable price

We suggest that you display a sign at your stall advertising your menu and pricing.

Water: There is a water supply at the Stadium. You will need to supply your own container for carrying the water to fill bain maries and also a 20 litre container for storage of clean water, and a bucket for used water to comply with the City Council requirements. (See "Stand and Stall Food Guidelines") A suitable 20 litre container (collapse for storage) is available at Mitre 10 Mega and The Warehouse in the camping department for approx. \$10 or less



Music on stalls: Playing of stereos/music systems **not** permitted on stalls as there will be entertainment on stage and music played through the main sound system.

Alcohol & coffee on stalls:

Sales of coffee, alcoholic beverages and consumption of alcoholic beverages not permitted on stalls or anywhere at the festival.



Raffles: No raffles are permitted on the food stalls unless otherwise permission has been given.

Vehicle Access to the Stadium: There is a side entrance for offloading which will be shown on a plan of the Stadium which you will be given nearer the time. There will also be people to direct you and help you offload.

Stall set up: Friday 13th March 2020 from 6pm to 9pm
Saturday 14 March 2020, from 7.30 am to 9:30am. After offloading you will be able to park your vehicle in the Stadium car park nearby.

Stall pack up: Saturday from 6.15pm until 9.00pm. (No stalls to be removed before 6.00pm)
Stalls must be dismantled after trading on Saturday and all equipment and goods removed. Any equipment or goods not removed will be at the Stallholders risk.

Stallholder Conditions

- a. The Stallholder undertakes to comply with all regulations and bylaws applicable to the site including but not limited to: The Fair Trading Act, the Consumer Guarantees Act, and the Health and Safety in Employment Act and indemnifies the committee of Southland Multicultural Council Inc from all claims, costs and damages arising whatsoever for breach by the Stallholder.
- b. Stalls must be kept clean and tidy. Waste disposal, including fats and liquid waste, is the responsibility of the Stallholder at all times.
- c. The location of stalls will be at the discretion of the organiser.

The team of Southland Multicultural Food Festival 2020 is looking forward to working with you to make this Southland Multicultural Food Festival 2020 a success for Invercargill/Southland and for you as the stall holder.

Any questions or you require extra assistance please contact at above details.