



# Market Stall Application 2019 (Non-food)



(PLEASE PRINT CLEARLY)

Company Name:

Contact Person:

Address:

Phone (Home)

(Work)

(Mobile)

E- mail:

I/We are a Commercial Vendor

I/We represent a Community Group

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**STALL DETAILS** – Please provide a FULL description of products that will be available (Or attach separately)

**GREEN AND CLEAN:** Does your stall somehow reflect or contribute towards our goal of being 'Green & Clean' theme?

**DO YOU USE BIO-DEGRADABLE DISPOSABLE PRODUCTS?**

Please tick 'Yes' or 'No':      **YES**                      **NO**

**FEES AND CHARGES**

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**SITE SPACE REQUIRED: (In meters):**

*(Please be reasonable with your request. Please do not request more space than necessary)*

Space for your Stall/Marquee \_\_\_\_\_ x\_\_\_\_\_ or Vending Vehicle \_\_\_\_\_ x\_\_\_\_\_

**PLEASE NOTE THAT ALL STALLHOLDERS MUST PROVIDE THEIR OWN SHADE STRUCTURE, FURNITURE, POWER AND EQUIPMENT REQUIRED TO SET UP THEIR STALL UNLESS OTHERWISE AGREED WITH THE CITY**

I, (Name) \_\_\_\_\_ have read and understood the following:

*(Please tick each box below as confirmation. Incomplete applications will NOT be accepted)*

I have included a copy of my **Public Liability Insurance**  *(Please note: All applications that do not come accompanied with a copy of your current and valid Certificate of Currency will NOT be accepted.)*

I understand that a member/representative from our group/company **MUST** be available to meet Council Officers onsite at the commencement of the event to assist with identifying your location and setup.

I understand that if I wish to change/substitute or cancel any part of what I as a group/company originally offered above, I will contact the Events Coordinator immediately.

I understand that all electrical equipment **MUST** be tagged in accordance to electrical standards. This includes: extension cords, urns and all sound equipment etc. (This is at the City of Bayswater)

I understand that full payment for the stall will **ONLY** be required within 14 days **AFTER** confirmation. **PLEASE DO NOT MAKE PAYMENT BEFORE THIS.** For your information; Payments will be required in the following ways; In person: via Cheque, Cash or Credit Card, or by Post: via Cheque only.

I have attached a copy of a list of products that I plan to sell at City of Bayswater events

**Closing date for applications is 14 days prior to the event**

**PLEASE RETURN THIS FORM TO:**

**Fax: 9272 0665 | Post: PO Box 467 Morley WA 6943**

**Email: [mail@bayswater.wa.gov.au](mailto:mail@bayswater.wa.gov.au)**

**PLEASE NOTE: SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE A POSITION AT THIS EVENT. YOU WILL BE NOTIFIED BY MAIL/EMAIL OF YOUR ACCEPTANCE INTO THE EVENT IN DUE COURSE.**

**Any further questions regarding the above should be directed to:**

**EVENTS TEAM | 9272 0622**

**[mail@bayswater.wa.gov.au](mailto:mail@bayswater.wa.gov.au)**

