



Avon Descent

Commercial Expression of Interest Form

PLEASE PRINT CLEARLY AND RETURN TO mail@bayswater.wa.gov.au

FOOD VENDORS - Please do not attach a temporary food application. This will be requested once you are accepted.

NAME OF COMPANY: _____

Are you a Community Group or Non for Profit Organisation?

Please tick 'yes' or 'no'

YES **NO**

Contact Person: _____

Address: _____

Phone (Home): _____ **(Work):** _____

(Mobile): _____ **Fax:** _____

E-mail: _____

STALL DETAILS – *Please provide a FULL description of products that will be available, including any demonstrations to be provided.*

GREEN AND CLEAN: - *Does your stall reflect or contribute towards the City's goal of being 'Green & Clean'? *Do you recycle? Do you use recyclable products?*

The City of Bayswater supports the movement to stop using plastic products (single-use plastic) at its community events. The City is therefore seeking to engage vendors who support this movement and look for environmentally friendly alternatives to plastic products such as cutlery, straws, plates and bottled water.

Please list the bio- degradable disposable products you use (non-single use plastics):

SITE SPACE REQUIRED: (In meters):

(Please be reasonable with your request according to your stall size)

Space for your Stall/Marquee _____ x _____

Vending Vehicle _____ x _____

ACCESS AND INCLUSION:

Are your staff trained to be aware of people with disability and respond effectively to individual customer needs?

YES **NO**

Have you provided matting to support people using wheelchairs to access the site if on grass?

YES **NO**

Does the stall set up allow for people using wheelchairs to view food selection?

YES **NO**

Do you have clear printed menus and prices with large font, either on signage or available for people to read?

YES **NO**

FOOD VENDORS - PLEASE ATTACH YOUR MENU (INCLUDING PRICES) TO THIS APPLICATION

STALLHOLDER FEES CAN VARY FOR EACH EVENT FROM \$0 - \$100 (INC. GST)
(This fee will ONLY be required upon acceptance of application by the City of Bayswater)

PLEASE NOTE THAT ALL STALLHOLDERS MUST PROVIDE THEIR OWN SHADE STRUCTURE, FURNITURE, POWER AND EQUIPMENT REQUIRED TO SET UP THEIR STALL.

I, _____ have read and understood the following:
(print name)

CHECKLIST - please read and check boxes

- I understand that if I wish to sell food products, that a representative must be available to attend a compulsory Food Safety Seminar to be held at the City of Bayswater Civic Centre on a weekday evening between approx 6:00pm – 7:30pm. (Details of this seminar will be confirmed at a later date).
I will supply when requested a **copy** of my Public Liability Insurance Certificate of Currency.
- 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 Team 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.
- I understand that the submission of this Expression of Interest form does not guarantee my stall a position at City of Bayswater events.
- I understand that I attend this event at my own financial risk.
- I understand that my staff and I are expected to behave responsibly and treat everyone at City of Bayswater events, including staff, with respect and courtesy.
- I understand that the City of Bayswater reserves the right to select vendors for each event and all decisions made by the City are final.
- I verify that the information provided in this form is true and correct at the time of completion.
- I understand that full payment for the stall will **ONLY** be required within 14 days **AFTER** I have received my letter of offer from the City. I am not required to make payment before this.

Please note: Payments will be required in the following ways; in person: via Cheque, Cash or Credit Card, or by Post: via Cheque only.

PLEASE RETURN THIS FORM TO
Fax: 9272 0665 Post: PO Box 467 Morley WA 6943
EMAIL: mail@bayswater.wa.gov.au

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

Any further questions regarding the above should be directed to:
EVENTS TEAM at mail@bayswater.wa.gov.au or call 9272 0622.