***PLEASE PRINT CLEARLY AND RETURN TO*** [***mail@bayswater.wa.gov.au***](mailto:mail@bayswater.wa.gov.au)

**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:**

**Do you hold a current veterans card? \****Please note, you will be asked to provide a* ***copy*** *of your card*

Please tick 'yes' or 'no'

**GREEN AND CLEAN -** The City of Bayswater supports the movement to stop using single-use plastic at its community events. The City is therefore seeking to engage vendors who support this movement and look for environmentaly 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 metres):***

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?

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

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

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

**Please select the events you are interested in:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EVENT** | **DATE** | **TIME** | **VENUE** | **FEE**  **(inc GST)** |
| Christmas Markets | 4 December 2021 | 3:00PM – 8:00PM | Maylands Foreshore Reserve | $50.00 |
| Carols by Candlelight | 18 December 2021 | 5:00PM – 9:00PM | Bayswater Riverside Gardens East | $25.00 |
| Summer Markets | 15 January 2022 | 5:00PM – 9:00PM | Robert Thompson Reserve,  Noranda | $25.00 |
| Bayswater Community Concert | 5 February 2022 | 6:00pm – 9:00pm | Pat O’Hara Reserve,  Morley | $25.00 |
| Music in the Park | 19 February 2022 | 6:00pm – 9:00pm | F J Beales Reserve,  Morley | $25.00 |
| Movie in the Park | 5 March 2022 | 5:00pm – 9:00pm | Catherine Reserve,  Bedford | $25.00 |
| Evening in the Park | 19 March 2022 | 5:00pm – 9:00pm | Bert Wright Park,  Bayswater | $25.00 |

**Fee will ONLY be required upon acceptance of application by the City of Bayswater**

**Please attach your menu (including prices) to this application. A temporary food application will be requested only once your application has been accepted.**

I, *(Name)*  have read and understood the following terms and conditions:

I verify that the information provided in this form is true and correct at the time of completion. 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 the submission of this Expression of Interest form does not guarantee my stall a position at City of Bayswater events. The City of Bayswater reserves the right to select vendors for each event and all decisions made by the City are final.

Once my application has been accepted, I will submit an **Application for Approval of a Temporary Food Business**

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 I attend City of Bayswater events at my own financial risk. The City is not liable for any losses incurred as a result of cancellation or postponement of planned events.

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 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.

I am willing to invoice the City post event for meals purchased for staff and volunteers. (This will not effect your application if you are unable to)

I understand that I am responsible for complying with hygiene and distancing requirements imposed by City of Bayswater and/or WA Health Department (including provision of hand sanitiser and barricading if required). I understand that the City of Bayswater is under no obligation to supply these items.

**PLEASE RETURN THIS FORM TO**

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

**EMAIL: mail@bayswater.wa.gov.au**

Please be aware that the City of Bayswater offers free online training called ***I'm Alert*** which can be accessed at [www.bayswater.wa.gov.au](http://www.bayswater.wa.gov.au). It is recommend that all successful vendors complete this training.

Any further questions regarding the above should be directed to:

EVENTS TEAM [events@bayswater.wa.gov.au](mailto:events@bayswater.wa.gov.au) 9272 0622.