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

**Name of Company:**

**Are you a Community Group or Not for Profit Organisation?**

Please tick 'yes' or 'no'

**YES NO**

**Contact Person:**

**Address: Post Code:**

**Phone:**  **Mobile:**

**ABN:**

**E-mail:**

**Website or Socail media Link:**

**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'

**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?*

**Site Space required:** ***(In metres):***

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

 Space for your Stall/Marquee \_\_\_\_\_\_\_ x\_\_\_\_\_\_

**\*\*Stallholders must provide their own shade structure, weights, furniture, power and equipment required.**

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EVENT** | **DATE** | **TIME** | **VENUE** | **FEE** **(inc. GST)** |
| Carols By Candlelight | 17 December 2022 | 5:00PM – 9:00PM | Halliday Park, Bayswater  | $15.00 |
| Bayswater Community Concert | 4 February 2023 | 6:00pm – 9.00PM | Pat O’Hara Reserve  | $15.00 |
| Evening in the Park | 18 March 2023 | 5:00pm – 9:00PM | TBC | $15.00 |
|  Music in the Park | 16 April 2023 (TBC) | TBC | TBC | $15.00 |

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

**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** (for market stalls that sell food items such as jams, honey, baked goods etc.only)

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 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**

**Post: PO Box 467 Morley WA 6943**

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

**Any further questions regarding the above should be directed to:****events@bayswater.wa.gov.au** **9272 0622.**