

# DROUIN ficifolia festival

wednesday 8th - sunday 12th february 2012

## FICIFOLIA FESTIVAL

### PARTY IN THE PARK MARKET

### STALL OPPORTUNITY!



Drouin comes alive in February!

For the past 24 years in the second weekend of February the streets of Drouin are abuzz with the Ficifolia Festival and now it's your chance to get in on this fun and festivities.

The jewel in the Ficifolia festival crown is the Street Parade and Party In The Park where 1000's of participants and spectators come out to watch the parade makes its way down the main street then into the park for an afternoon of fun and entertainment.

We are seeking expressions of interest for stall holders to be part of the party in the park market. Sites only cost \$40 for businesses and \$20 for non-for-profit organisations.

#### DETAILS

**Date:** Saturday 11th February.

**Where:** Civic Park Drouin

**Time:** The street parade starts at midday and concludes around 1.00pm.

Stall holders will need to be set up before 11.00am (when the streets begin to close for the parade) however sites are allocated in the morning at 7.00am.

**Site Fee:** ONLY \$40 for businesses and \$20 for not for profits

**Booking:** Please contact Micheal Slaughter from the Drouin and District Business group [mslaughter@westpac.com.au](mailto:mslaughter@westpac.com.au) or on **0429 568 826**.

Hoping to see you at the Party in the Park in February. Please visit [www.ficifoliafestival.org.au](http://www.ficifoliafestival.org.au) for further information.

Yours,

Festival Committee



# 2012 Ficifolia Festival

## Party in the Park



I/We wish to submit the following application for a site at the 2012 Ficifolia Festival on **Saturday 11<sup>th</sup> February 2012**.

I/We understand that unless otherwise negotiated with the Festival Committee, this is an expression of interest only and does not guarantee a site at the Drouin & District Business Group Party in the Park.

Return your application to PO Box 551 Drouin VIC 3818 or via email to [mslaughter@westpac.com.au](mailto:mslaughter@westpac.com.au)

Any other queries please contact Michael Slaughter on 0429 568 826.

Name of Business/Group: \_\_\_\_\_

ABN/ACN: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Town: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

List the main product / service / business type including retail prices (attach a separate sheet if required):

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### Site Requirements

Note: No Power is Available

I/We agree to ensure stall is operational by start times and all vehicles are parked away from the event site.

I/We understand that submitting this application does not guarantee me a space at the markets, and that is my application is not accepted for any reasons determined by the Festival Committee, any payment will be returned.

I/We will be responsible for ensuring the safety of the public visiting the stall and that stall site shall be left clean and tidy.

I/We have attached a copy of our current public liability insurance to cover our stall operations.  
(The committee has scope to extend its cover for some public groups – please advise if required)

I/We have attached copies of relevant permits or authorities including handling and selling food products.

I/We agree that stalls cannot be dismantled or removed until after 6:00pm on **Saturday 11<sup>th</sup> February 2012**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

PROOF OF YOUR CURRENT PUBLIC LIABILITY INSURANCE IS REQUIRED FOR YOUR APPLICATION TO BE CONSIDERED.

## Signage

All signage must be provided by the stall holder (e.g. menu boards, price signs, etc)

## Site Fees

The Site Fee is inclusive of:

- Site within event / market / food court area
- Site fees are \$40 for businesses and \$20 for Not For Profit Community Groups
- Sites must be **paid in full prior to occupancy**

## Exhibitor Requirements

Exhibitors should hold a current certificate for Public Liability Insurance to the value of \$10million (see details below)

## Exhibitor Agreement

The Agreement outlines the responsibilities of the Ficifolia Festival Committee and the exhibitor.

This site includes but is not limited to:

- Site access (prior, during and after the event)
- Site set up and dismantling procedures
- Occupational Health & Safety and Public Liability Insurance requirements
- Other general information

## Site Attendance

- The allocation of sites will occur on **Saturday 11<sup>th</sup> February 2012** commencing at 7am
- The annual Street Parade commences at 12 noon – after the Street Parade, the crowd traditionally heads to Civic Park. A program of musical entertainment and other activities are planned to entertain the crowd throughout the afternoon.
- All sites will be unsecured for the duration of the event so please make suitable arrangements for the security of your site.
- To ensure public safety, vehicular access to some of the sites will be limited.

## Insurance

All commercial stall exhibitors at the Ficifolia Festival are required to have a current certificate of Public Liability Insurance for \$10 million for the duration of the setup, event and site dismantling periods. A copy must be provided to the Festival Committee no later than four weeks prior to the Festival opening. The Committee has scope to extend its cover for some public groups – please advise if this is required.