

AL-Salam Festival 2017

Stall Application Form

Background

Adelaide is recognised as the festival state with great events held by significant organisations and communities to give people the opportunity to experience their culture. ISSA would like to continue to contribute to the festivities South Australia has to offer by giving the wider community the chance to experience the Islamic or Muslim way of life.

Beginning in 2015 ISSA began a new annual tradition that was the first of its kind in the nation, the "Al Salam Festival" or Festival of Peace. ISSA aimed to contribute to the South Australian festival scene by offering people the chance to experience the Islamic way of life.

The first "Al-Salam Festival"(Festival of Peace) was a great success and gained a reputation as a distinctive, high-quality event, noted especially for its inclusiveness and friendliness. ISSA would like to continue this annual tradition in 2017 with a bigger and better festival planned.

The festival is a not for profit project with the purpose of creating awareness of the Muslim community and Islam. This will be achieved through providing entertainment, food and informative activities that will allow people to grasp a general perspective of the religion, cultures and address any queries they may have.

EVENT DETAILS

Time: 11am-6 pm
Date: 28th January 2017
Venue: Veale Gardens - South Terrace Adelaide, South Australia

Application Process

A completed application form at the end of this document must be submitted by the 3rd of January 2017, no late applications will be accepted. The stalls management team will review the applications and will email correspond the outcome of the application to the applicant.

A security bond of \$100 is required at time of approval of application. This bond is not included in the stall payment fee and will be returned at the end of the festival.

Stall payments must be made 3 weeks in advance from the festival date (28th of January 2017). The closing date for the application and payment is 3rd of January 2017. Stallholders who do not abide by the terms and conditions listed in this document will lose their bond and may be excluded from future festivals at managements discretion

Trading Times

- Arrival at park: 7 am (For registration)
 - Trading hours: 11 am -6pm,
 - Final pack down: 9pm,
- **Stallholders must be ready to open at 10:30 am.

Stallholders must agree to release and indemnify members of the management team or volunteers against any losses, claims or actions, including reasonable legal fees, brought or caused by breaching these Terms and Conditions. In order for Al Salam Festival to maintain a safe, secure and quality-driven operating environment for all attendees, all stallholders participating in festival must behave in accordance with management directions.

2.1 Location on site and Vehicle Access

Al Salam management team will decide stall location, stallholders are required to report to the management team upon arrival. Vehicle access will be permitted for only dropping off of supplies before festival opening hours.

Upon acceptance of the stall application a map of the festival grounds will be sent to stallholders for access points. Only authorized vehicles will be permitted to park in designated areas and these vehicles must display their permit passes. Vehicles who do not abide will face fines from the council, may be asked to leave the festival, and risk the retainment of the bond.

2.2 Cancellation of Stall

Any cancellation by approved stallholders prior to the Festival will result in \$50 being retained from the bond for administrative purposes. Stallholders who do not make an appearance on the day of the festival without notice to

Al Salam Management will have 100% of the security bond being retained

2.3 Safety

Stall holders are required to have public liability covering their sales.

- ✓ -All items surrounding stalls must be securely anchored or situated.
- ✓ -Broken glass and sharp object must be handled appropriately
- ✓ Covered shoes must be worn at all times
- ✓ Stall holders must inform the management team of any incidents that occur on the main contact: **Hanin Katari on 0422882080;**
- ✓ stallholders must not move a vehicle within the festival trading area during the festival open time.
- ✓ stallholders must not solicit unauthorised products or business that are not indicated on the application form
- ✓ stallholders must not attempt to sell any product or service unless otherwise authorised by the festival management team;
- ✓ stallholders must not attempt to sell counterfeit goods, illegal, prohibited goods;
- ✓ -No Smoke at the festival in any of the non-smoking designated areas;

2.4 Site Rules and Restrictions

- No coffee or tea is to be sold unless written permission has been obtained
- The sale of tobacco or cigarettes is prohibited
- No smoking within or around your stall area or within any unallocated areas on the land
- No alcohol or drugs is to be consumed in or around your stall, throughout the entire Festival
- No glass on site at any time

- No verbal abuse or abusive behaviour
- No children under 15 for set up, or pack down
- No alcohol to be on or sold on the land throughout the entire Festival
- No pets or livestock
- No amplified music
- Covered shoes must be worn at all times
- No parking on site during Festival trading hours
- Any stall holder that does not adhere to these rules will experience immediate closure of your stall, loss of bond and removal from the site by Festival security and Festival management.

2.5 Rubbish and Waste

- All rubbish or waste must be within stall perimeters.
- Stalls are required to provide appropriate waste bins.
- Any rubbish or waste remaining on the land after pack down of the festival may result in the retainment of the security bond.

2.6 Termination

In the event of a breach of any terms and conditions contained herein Al Salam management reserves the right to terminate this agreement and take possession of the stall area without any notice to you.

Recommendation

It is highly advised that your stall is colorfully decorated, not only in a way that reflects your product but compliments the festival. Signage must be readable and inviting. The stall must be clean and presentable at all times both in front and back house operation areas.

Festival management upholds the right to remove any offensive goods being displayed or sold in stalls at any time. Festival management will also have control of signage, material or products on display or being sold. We recommend stallholders advertise the festival through businesses or personal social media networks to assist with generating a larger customer base.

Stall Application

Business Name: _____

Contact Person: _____

Address: _____

Brief description of goods or services to be sold/advertised:

CITY: _____ State: _____

Telephone: _____

Email: _____ Website: _____

- Marquee / Stall 3m x 3m (\$250)
- Power point, state quantity: (Extra \$30 each)
- Extra 3m x 3m marquee, state quantity: (Extra \$150)

* **ALL MARQUEES MUST BE SUPPLIED BY AL-SALAM FESTIVAL ADMIN.**

Please state any other requirements below (May be subject to addition charges that will be communicated to you before hand)

Please note: All marquees must be hired via the festival supplier only.

Full payment of Stall is required before the 14th January 2017. Applicants will be notified of the appropriate bank details after approval of application

\$100 Bond must be paid within 3 business days of application approval

****Please Submit a separate, complete list of products that you will be selling, indicating the category of what is being provided****

I _____ on behalf of _____

confirm that the details above are accurate and will fulfil all obligations accordingly. Furthermore, I have read all the Terms & Conditions listed on this document and agree to comply fully with the Terms and Conditions.

Signature:

Date / / 201 ...