

Al Salam Festival 2018

Food Stall Application

Stallholder Terms & Conditions Application Form

1. Purpose

In 2015, ISSA initiated a new annual tradition titled the "Al Salam Festival" (Festival of Peace). The Al Salam Festival 2018 will be the fourth consecutive festival. Adelaide is recognized as the festival state with great events held by significant organizations and communities to give people the opportunity to experience what a multicultural society has to offer. ISSA would like to also contribute to the festivities by giving people the chance to learn more about Islam and interact with South Australian Muslims.

The festival is a not for profit project that sets out to change negative perceptions of Islam and enhance Muslim and Non-Muslim relations, creating a more cohesive and inclusive society. These objectives will be achieved through providing entertainment and informative activities that will allow people to grasp a general perspective of the religion and address any queries they may have.

ISSA aims to address the stereotypes of Islam perceived by the public as a religion of violence and anger. It hopes to bring the Muslim and Non-Muslim community together to share, discuss and enjoy the multicultural society that our nation is. The proposal is to celebrate this festival by engaging the wider community with traditional foods, exciting rides, innovative fun and educational show bags, live entertainment from around Australia, innovative and informative stalls and much more.

2. Event Details

Time: 3pm – 10pm

Date: Saturday 27th January 2018

Venue: Veale Gardens- South Terrace Adelaide, South Australia

3. Application Process

- 3.1. A security bond of \$100 is required at time of approval of application.
- 3.2. This bond is not included in the stall payment fee and will be returned at the end of the festival.
- 3.3. Bonds must be paid as soon as possible in the follow up email granting approval to vendor at the festival.
- 3.4. Stall payments must be complete by **29 December 2017**.
- 3.5. The closing date for the application is **29 December 2017**.
- 3.6. Stallholders who do not abide by *the terms and conditions* may lose part of or their entire bond.

4. Trading times

- 4.1. Arrival at park: 12 pm (For registration)
- 4.2. Trading hours: 3 pm – 10 pm,
- 4.3. Final pack down: 10.30 pm,
- 4.4. Stallholders must be ready to open at 2 pm.

5. Location on site and Vehicle Access

- 5.1. The Al Salam management team will decide stall location
- 5.2. stallholders are required to report to the management team upon arrival.
- 5.3. 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.
- 5.4. Only authorized vehicles will be permitted to park in designated areas and these vehicles must display their permit passes.
- 5.5. Vehicles who do not abide will face fines from the council, may be asked to leave the festival, or risk the retainment of the bond.

6. Cancellation

- 6.1. Any cancellation by stallholders after application and up to 20 days prior to the Festival will result in \$50.00 being retained from the bond.
- 6.2. Any cancellation by stallholders after the 7th January 2018 up until the 24th January 2018 will result in \$80.00 being retained from the bond.
- 6.3. Any cancellation by stallholders after 24th January 2018 or stallholders who do not make an appearance on the day of the festival without notice to Al Salam Management will risk 100% of the security bond being retained.

7. Stall Hire

- 7.1. All stallholders contributing to the festival must agree to comply with the Terms and Conditions of Entry and council regulations.
- 7.2. Stallholders who refuse to comply may be asked to leave the premises immediately.
- 7.3. Stallholders taking part in the Al Salam Festival must act responsibly and diligently at all times.
- 7.4. They must exercise caution and take the appropriate level of care for their own safety and the safety of others working in their care.
- 7.5. Stallholders must agree to release and indemnify members of the management team against any losses, claims or actions, including reasonable legal fees, brought or caused by breaching these *Terms and Conditions*.
- 7.6. 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.

8. Safety

- 8.1. Stallholders are required to have public liability covering their sales.
- 8.2. All items surrounding stalls must be securely anchored or situated.
- 8.3. Broken glass and sharp object must be handled appropriately
- 8.4. Covered shoes must be worn at all times
- 8.5. Stall holders must inform the management team of any incidents that occur on the main contact number: Ahmed Zreika - 0411 105 609
- 8.6. Stallholders must not move a vehicle within the festival trading area during the festival open time
- 8.7. Stallholders must not solicit unauthorised products or business that are not indicated on the application form
- 8.8. Stallholders must not attempt to sell any product or service unless otherwise authorized by the festival management team
- 8.9. stallholders must not attempt to sell counterfeit goods, illegal, prohibited goods
- 8.10. Smoke at the festival in any of the non-smoking designated areas

9. Food

- 9.1. Stallholders must have a thermometer available to check oil temperatures etc

- 9.2. Spare utensil should be brought as well as dishwashing liquid and a spray bottle for cleaning
- 9.3. Potentially hazardous food should be refrigerated, if unable to provide your own cool room, please indicate to management in the application list fridge required
- 9.4. Potentially hazardous food is stored under temperature control at 5°C or below, or 60°C or above
- 9.5. Only small quantities of food should be left out until sold.
- 9.6. Food must be covered at all times.
- 9.7. Stallholders must provide hand washing facilities such as flowing water, soap, paper towel and a collection bucket
- 9.8. Stallholders must provide separate washing facilities for any equipment and utensils
- 9.9. Al Salam management requires that all stallholders read the council health and safety regulation booklet or attend the advised training.

*Management suggests setting up wash facilities by purchasing two boxes or drums of water, locating them at a table behind the stall with two buckets to collect flowing water.

10. Rubbish and Waste

- 10.1. All rubbish or waste must stay within stall perimeters
- 10.2. Stalls are required to provide appropriate waste bins.
- 10.3. Fats and oils must be collected from under equipment and disposed of in general water.
- 10.4. Any rubbish or waste remaining on the land after pack down of the festival may result in the retainment of the security bond.

11. Stall Hire Options

Description	Cost
3m x 3m marquee 1 power point (Not inclusive of any equipment nor tables)	\$ 500 If electrical power point is required, please enquire beforehand with Al Salam Management
For every extra 3m x 3m (Not inclusive of any equipment nor tables)	\$150 (every extra 3m) If electrical power point is required, please enquire beforehand with Al Salam Management
Extra power point (Not inclusive of any equipment)	\$30 Please advise management of the number of required powerpoints.

Required bond for all spaces will be \$100.

12. Recommendations

- 12.1. It is highly advised that your stall is colourfully decorated, not only in a way that reflects your product but compliments the festival.
- 12.2. Signage must be readable and inviting. The stall must be clean and presentable at all times both in front and back house operation areas.
- 12.3. Festival management upholds the right to remove any offensive goods being displayed or sold in stalls at any time.
- 12.4. Festival management will also have control of signage, material or products on display or being sold.
- 12.5. We recommend stallholders advertise the festival through businesses or personal social media networks to assist with generating a larger customer base.

APPLICATION FORM

Application forms are to be submitted via email to events@islamicsocietysa.org.au

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 (\$500)

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 29 December 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 ...

List of Products and Category

Number	Item	Category
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