

**BRISBANE PRIDE FAIR DAY**  
SATURDAY 14 JUNE 2008 > 11AM – 8PM  
MUSGRAVE PARK, EDMONSTONE STREET, SOUTH BRISBANE

**INFORMATION FOR FOOD STALLHOLDERS**

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**Powered Stalls**

If you are having a powered stall, all electrical equipment including power leads, must be tagged by a qualified electrician before use. An electrician will be on site in the morning to certify all equipment is safe before use. If any un-tagged leads or unsafe electrical items are found, you will be charged a fee to have them tested and tagged, as per Brisbane City Council safety regulations. We recommend that you get your leads checked prior to Fair Day, as this will save time and added expense for you on the day.

**Food Stalls**

If you are organising a food stall, **you will need a one day food permit from BCC**, which will cost either \$119.30 if you are making food on the day or \$85.30 if you are selling pre-made, pre-packaged food. This includes the fee of \$51.40 for the permit. There is a limit on the number of food stalls and all food permits need to be submitted to BCC by pride. If you require a temporary food permit application, please download it from the BCC site directly and **send it in with you application and payments**. The BCC website is [www.brisbane.qld.gov.au/bcc](http://www.brisbane.qld.gov.au/bcc)

After you have received the form and completed it, please make a separate cheque in favour of BCC, send it with your application and stall form and we will send it with your temporary food permit application.

If you have an on-going food licence from

BCC, please send a copy of this to us, along with your insurance and stall form.

Food Stall applications must be submitted by the 23<sup>rd</sup> May 2008. Any applications received after that time will **NOT** be accepted. Brisbane Pride Reserves the right to refuse any applications.

**Please Note:**

Each Stall site (excluding space within the Community tent) is a 4 x 4m allocation.

Table(s) and Chair(s) are not provided as part of the stall fee. However, the Pride Festival Committee can organize small tents, tables, chairs and umbrellas for you, at your expense. Hire fees are on the stall form below, which needs to be completed and returned by 14<sup>th</sup> May 2008

Stallholders **MUST** remain at their stalls when selling raffle tickets, merchandise or asking for donations.

There will be BCC officers checking that food stalls have a food permit and have followed all the BCC guidelines on site on the day.

**For more information about Pride Fair Day or this Stalls Form, please contact Kylie on 0427 114 696 or email [info@pridebrisbane.org.au](mailto:info@pridebrisbane.org.au)**

**Please make cheques/money orders payable to “ Brisbane Pride Incorporated” A tax receipt will be sent to you or issued to you on the day**

Please send completed stall forms, relevant photocopies of food permits and insurance documents along with full payment to  
Brisbane Pride Festival Stalls Coordinator,  
PO Box 5159, West End, Q 4101  
[www.pridebrisbane.org.au](http://www.pridebrisbane.org.au)

**BRISBANE PRIDE FESTIVAL 2008 FOOD STALL FORM**

Please complete and send with full payment to Brisbane Pride Festival Event Coordinator

PO Box 5159, West End, Q 4101 by **Friday 23<sup>th</sup> May 2008**A late fee of \$25 applies to all applications received after this date. **Don't forget to read, sign and date the insurance section at the bottom!**

ABN 39 708 808 077

Name of Stall \_\_\_\_\_

Are you a: Business  Community Group  Individual  Person submitting form \_\_\_\_\_

Daytime Telephone (\_\_\_\_) \_\_\_\_\_ Mobile \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

Mailing Address \_\_\_\_\_ Post Code \_\_\_\_\_

Email Address \_\_\_\_\_

Please detail the items you will be displaying/selling. (This is so we do not put two similar stalls together.)

Do you have your own cover for your stall? Yes  No  What is it's overall dimensions? W \_\_\_\_\_ x D \_\_\_\_\_Type of cover (ie umbrella, portashade, tent, van) \_\_\_\_\_ Do you require power? yes  no 

What electrical items will be used? ( include output in KWS or AMPS) \_\_\_\_\_

**SITE FEES** all prices are GST inclusive

| Stall Type   | Fee      | Qty | Total |
|--|----------|-----|-------|
| Business / individual Stall holder <b>without Power</b> <input type="checkbox"/> | \$345.00 |     |       |
| Business/ individual Stallholder <b>with Power</b> <input type="checkbox"/>      | \$475.00 |     |       |
| Community group stallholder <b>without power</b> <input type="checkbox"/>        | \$180.00 |     |       |
| Community group stallholder <b>with power</b> <input type="checkbox"/>           | \$225.00 |     |       |

**HIRED GOODS FEES** all prices are GST inclusive

| Item  | Size in Feet | Size in meters | Hire Fee | Qty | Total |
|---|--------------|----------------|----------|-----|-------|
| <b>Small Marquee</b> ( includes set up and removal)   | 10 x 10ft.   | 3x 3 mtr       | \$225.00 |     |       |
| <b>Stacking Chair</b>                                 | N/A          | N/A            | \$11.00  |     |       |
| <b>Long folding table</b>                             | 8 x 2.6 ft   | 2.4 x 0.76 m   | \$24.50  |     |       |
| <b>Round Table</b>                                    | 2.5'         | 750mm          | \$24.50  |     |       |
| <b>Garden umbrella &amp; Stand</b> ( for round Table) | N/A          | N/A            | \$34.00  |     |       |
| <b>Flooring</b>                                       | 10ft x 10ft  | 3x3 mtr        | \$120.00 |     |       |

TOTAL \_\_\_\_\_

**Insurance.** Brisbane Pride Incorporated expressly excludes liability for any claims for damages arising out of the negligence of stallholders. If stallholders are employing persons to work at their stall, a copy of a current Work Cover policy must be provided. Brisbane Pride Incorporated or it's insures, in any circumstances for negligence claims, will extend no indemnity to stallholders. Stallholders should obtain their own individual Public Liability Insurance

I the stall holder have understood the above conditions \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_

## **Stall Holder Information Fair Day 2008**

Entry for all stall holders is via Edmondstone Street, Musgrave Park, South Brisbane. Stall Holders will be granted access to the park from 8am with all vehicles off site by 10:30am. Any stall holders who arrive after 10.30am will not be able to bring vehicles on site and will be required to carry all equipment to their designated area.

All Stall holders will be directed to their designated Site by Fair Day staff and volunteers, upon arrival. These sites will be finalized within the week prior to Fair Day, and all requests will be taken into consideration but no guarantee of positions will be given. The Fair Day Coordinator will place stalls as is deemed most appropriate.

The park will open to the general public at 11am. Stall holders arriving after that time will only be granted entry with permission of the Fair Day Coordinator. **No refunds** are given to stall holders who fail to turn up or arrive late.

An electrician will be on site to ensure all leads and electrical devices carry appropriate test tags. All leads and devices found to be faulty will need to be removed from the park or tagged at the expense of the stall holder. At the discretion of the electrician a fee may be charged to test and tag or repair equipment.

A stalls list will be at the rear gate and stall holders will be checked off and two entry passes provided per stall. All additional people on site for a stall site will need to pay the required \$10 entry fee.

Food stall holders with large vans are able to bump in on the previous day Fri 13th after 2pm. Please call Kylie on 0427 114 696 once you arrive onsite to be positioned and to have power supplied. Please ensure that you carry with you all relevant licensing material in the event that a health and safety officer from BBC visits the site. (Food permit and insurance)

In the evening no vehicles will be granted access to the park until after 6pm or until police have given the all clear. If you wish to leave prior to this time, you will be required to carry all of your equipment by hand to your vehicle. Any stall holders in the lower part of the park will be unable to move their vehicles or bring vehicle on site until after 9pm or until Police have given the Ok. This will be based on the movement of patrons from the event area.

Vehicle permits must be displayed on the dash of the vehicle at all times while inside the park. This makes it easier for police and pride crew to identify authorized vehicles.

All vehicles entering the site will obey a 10km speed limit and will ensure their hazard lights are on. All stall holders will operate under the direction of the Fair Day Coordinator and Festival Staff.

Kylie Mitchell  
Fair Day Coordinator  
0427 114 696