



## Caroline Bay Rock and Hop Gala Day - Site Application

**When** Saturday 16th March 2024

**Where** Caroline Bay, Timaru

**Time** 10.00am to 4.00pm

|                             |
|-----------------------------|
| Contact Name _____          |
| Business _____              |
| Address _____<br>_____      |
| Phone: _____ Mobile: _____  |
| Fax: _____ Email: _____     |
| Product Type _____<br>_____ |

**Site Application - Note All sites 4 x 4 metres All fees include GST.**

| Fees  | Fee Inc GST                             | No Required | Total |
|---|---|-------------|-------|
| <b>Please note: Your application is not accepted until we invoice you via email.</b><br>Commercial Site—Site Holder supplies tent | \$ 80.00                                |             | \$    |
| Please note: This is for a 4x4 M site only, if you require more space you will need to pay for two sites                          |   |             |       |
| Power and Connection (Limited Sites)15 AMPS EACH  | Voltage Required: 230 Volts<br>\$ 45.00 |             | \$    |
| PLEASE ADVISE IF USING A GENERATOR (This must be the silent type 4 Stroke)  |   |             |       |
| <b>TOTAL AMOUNT DUE</b>   |   |             | \$    |

**Power**

The site electrician has asked for all electrical appliances to have a current safety check and to be clearly tagged. This includes extension cords. They will not be connected if they do not have a tag.

Please state clearly below all your appliances that require power and please note powered stands are limited to 15amps each. Any questions please contact us. Please also quote below the KW Rating of your appliances.

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Sites are limited—We will confirm your site booking by invoice via your email address

I, the applicant, have read, understand and agree to abide by all the Information and Requirements set out on the Caroline Bay Rock and Hop Stall Holder Terms and Conditions form. I permit Hospice South Canterbury to pass my name and address onto enquirers.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

For any enquiries, please contact Jill Pearce 03 6877670 or 027 224 4198 or Email: support@hospicesc.org.nz



Gala Day Saturday 16th March 2024 10am to 4pm

## STALL HOLDER TERMS & CONDITIONS

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### Site Confirmation

Registration of interest must be received by **Monday 18<sup>th</sup> December 2023**, which includes completed and signed site application form. Registration does not ensure automatic entry, Caroline Bay Rock and Hop reserves the right to accept or reject any site application. Acceptance of your application will be confirmed when an invoice is sent to you via email. Caroline Bay Rock and Hop will try to ensure that sites are allocated fairly and reasonable. Confirmation of your site number and site map will be sent prior to the event.

### Payment Options

Payment is to be paid when the confirmation invoice is sent to you via email, please use the invoice number and company name as a reference if paying online.

### Cancellation

Cancellations are still liable for full payment of the site unless the site can be resold.

If the event is cancelled for other reasons, such as inclement weather on the day, refunds for stallholders will be available. It may be necessary for reasons beyond our control to change the content and timing of the programme, the entertainment, or the venue at any time prior to the event date. The event organisers will ensure any changes are advised as soon as possible.

If due to weather conditions the Gala Day cannot be held at Caroline Bay, you will be notified as soon as the decision has been made.

### Setup

Caroline Bay will be accessible for setup on the Friday 15th March however this will be at your own risk. Gates will be open again from 7.30am on Saturday 16th March 2023. Setup must be completed by 9.30am before we open to the public at 10.00am. Late stallholders may be refused right of entry.

### Pack Up

Dismantling must not commence till closing of the event. Sites must be packed down within 2 hours of the event closing at 4.00pm.

### Power Sites

Power is available. Please indicate on your application form. Stallholders must provide their own certified extension leads. These **MUST BE AT LEAST 15 Metres** long. The \$45 power charge is for one extension cord only, if you require more than this you will be charged for them.

### Food

All food sold onsite must comply with the NZ Food Safety Authority Standards. You must bring everything you need for food production. You will not have access to power without prior arrangement. **All stall holders cooking food must supply their own fire extinguisher. Please display a current food licence and be aware that we will be checking LPG Bottles for compliance.**

### Rubbish

Stall holders are responsible for the removal of all their own site rubbish. Your site must be returned to its original condition upon dismantling.

### Other Requirements

No dogs are permitted at the Festival at any time. All vehicles must be removed from the site area by 9.30am and parked in the designated stall holders parking area.

### Liability

I agree I am responsible for my own insurance, consents and/or licences required to sell my products at the Caroline Bay Rock and Hop. In no event shall Caroline Bay Rock and Hop be liable to you for any indirect, extraordinary, exemplary, punitive, special, incidental, or consequential damages including loss of revenue, profits, or stock.

For further information please contact Jill Pearce 027 224 4198 DDI : 03 687 7670 EXT 0 or [support@hospicesc.org.nz](mailto:support@hospicesc.org.nz)