

Hyde Park Community Fair
Presented by the Rotary Club of North Perth
Sunday 6th March & Monday 7th March 2011
Labour Day Long Weekend

The 2011 *Hyde Park Community Fair* is fast approaching and we invite you to be part of the onsite entertainment. The Hyde Park Community Fair is Perth's longest running community family fair and has been an important part of the Perth Community for over 35 years. The Rotary Club of North Perth coordinates the event and all proceeds go to charity programs. The success of the Fair depends heavily on the quality and variety of arts and crafts, entertainment and food offered, community interest exhibitions and the variety of interesting demonstrations. The overall objective is to present a *Free Family Fair* attractive to a broad section of the community while raising money for charities.

The details of the Fair are as follows:

Dates: Sunday 6th March & Sunday 7th March 2011

Times: 10am - 9pm Sunday

10am - 5pm Monday

Venue: Hyde Park

Cnr William Street and Vincent Street

North Perth

Details for Buskers:

Sites

If you are interested in busking at the Fair, charge a minimal site fee of \$20 per day. Completion of the application form is required to be eligible as a busker at this event. Buskers and performers are subject to approval by the Rotary Club and completion of the application form does not guarantee a site at this event.

Licence

The Town of Vincent does not require you to have a licence to busk at the Fair.

Location

See the attached map and indicate what area you would like to be located near.

Returning Your Application

The application form is attached. Please complete the attached form and return with payment to PO Box 688 Cannington WA 6107 or e-mail miranda@moomarketingwa.com.au

- Positions will be allocated on a first come first served basis.
- When the completed form and payment has been received, the details will be forwarded to you.

Further Information - Miranda Woodhouse - Hyde Park Community Fair Coordinator

Moo Marketing on behalf of the Rotary Club of North Perth

PO Box 688 Cannington WA 6107 Email: miranda@moomarketingwa.com.au

Phone: 0419 945 344

Timeframes

| | | |
|---|----------------------------|------------------|
| Sunday 6th March 2011 | Exhibitors complete set up | 7.00am - 9.30am |
| | All vehicles off site | By 9.30am |
| | Fair open to public | 10.00am - 9.00pm |
| Monday 7th March 2011 | Vehicles off site | By 9.30am |
| | Fair open to public | 10.00am - 5.00pm |
| | Vehicles allowed on site | 5.15pm - 9.00pm |

Hyde Park Community Fair 2011 - Presented by the Rotary Club of North Perth Busker Application Form and Tax Invoice

Tax Invoice
Hyde Park Community Fair
ABN 24 984 435

Return to:
PO Box 688 Cannington WA 6107

Website: www.moomarketingwa.com.au Email: miranda@moomarketingwa.com.au

Please complete and return to Miranda Woodhouse, prior to the 1 March 2011. Refer to the attached map for Fair layout.

I would like to book (tick and complete the relevant boxes).

Days you would like to busk:

- | | |
|---|---|
| <input type="checkbox"/> Sunday Morning | <input type="checkbox"/> Monday Morning |
| <input type="checkbox"/> Sunday Afternoon | <input type="checkbox"/> Monday Afternoon |

Cost: \$20 per full day.

Size of space: _____ m wide and _____ m deep.

Site location: Area on map _____
OR mark the location on enclosed map and return map with application form.

Equipment Hire (if required)

| | | Quantity | Cost |
|--|------|---|---|
| <input type="checkbox"/> Trestle tables - 1.8m | \$15 | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> Trestle tables - 2.4m | \$18 | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> Plastic chairs | \$6 | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |
| <input type="checkbox"/> Round tables - 1m | \$18 | <input style="width: 100%;" type="text"/> | <input style="width: 100%;" type="text"/> |

Total Cost - Due 01/03/2011 **incl GST**

Contact Details

Trading Name: _____ Contact: _____

Postal Address: _____ Postcode: _____

Phone (Business): _____ Fax: _____

Mobile: _____ Email: _____

Payment

Cheque for \$_____ enclosed. Cheques payable to Hyde Park Community Fair.

Charge my credit card the amount of \$_____. Please circle the type of card.

Visa Bankcard Mastercard

Name on Card: _____ Signature: _____

Card No: _____ Expiry Date: ____/____/____

Should this application be accepted and space allocated, I/we have read and understood the Terms and Conditions and agree to abide by them.

SIGNED: _____ DATE: _____

Terms and Conditions

1. Submission of the application form does not guarantee a spot at the 2011 Hyde Park Community Fair.
2. This package and all fees quoted are valid until the 7th March 2011. Applications are accepted once the completed Application Form and full payment has been received.
3. Exhibitors and buskers can request any special requirements on the Application Form and we will endeavour to meet these requirements but there are no guarantees that they can be met, particularly as decisions are on a first come first served basis.
4. Organisers reserve the right to select exhibitors at their discretion and to reject products that are not suitable.
5. Exhibitors & Buskers who cancel their booking 2 weeks prior to the event will forfeit 50% of site fees paid and cancellations less than 2 weeks prior to the event will forfeit 100% of site fees paid.
6. There are no refunds due to weather.
7. All insurance and liability from an exhibitor's activities at the Fair are their own responsibility. The organisers accept no liability for any injury or damage arising from your production, selling or participation in the Hyde Park Fair. **Please complete the Public Liability details on the application form.**
8. Exhibitors are not permitted to affix anything to any trees or shrubs in the Park. If exhibitors are erecting a tent or shade, please advise the Organisers on your application form. The Organisers are responsible for any damage to the Park vegetation.
9. On your application form, please be specific about the range of products you will be selling. If you add to the range of items for sale after submitting the Application Form, please contact the organiser to advise the additional items.
10. General Exhibitors and buskers are not permitted to sell fresh food and/or drinks. If you are planning to sell drinks or fresh food, you need to complete the **food vendor contract** and all relevant food vendor forms. If you are planning to sell packaged food, you need to contact the coordinator to complete all relevant health permit and vendor forms.
11. If you are selling fresh or pre-packaged food or drinks you must complete and pay the relevant Town of Vincent health fees and forms by the 11th February 2011 to be eligible for a site at Hyde Park. **Please note that the Town of Vincent fees are subject to change.**
12. All food vendors must provide the Town of Vincent a Food act certificate of registration from the local government authority where your business is based.
13. Power & water are in short supply at Hyde Park. If you require power or water you must advise what your requirements are on the application form. 15amp & 3phase power will only be available from 8am on Sunday the 6th March 2011. (10amp power will be available before this time).
14. All electrical appliances, extension cords and adaptors must be appropriately tagged by an electrician with a current 3 month tag. Power will not be supplied to appliances that have not been tagged with the appropriate safety tag. Refunds will not be provided to exhibitors who have not correctly tagged their extension leads or appliances.
15. In the event that the Hyde Park Community Fair is sponsored by a drink supplier or food supplier, restrictions may be placed on the brand of food or cool drinks for sale.
16. Exhibitors are able to leave stock/equipment on their stalls overnight; however this will be at their own risk and should be insured by the exhibitor. The Organisers will provide security over the 2 nights of the Fair (Saturday & Sunday).
17. Exhibitors are requested to leave their site as clean as possible at the end of the Hyde Park Community Fair and to remove all cardboard containers and boxes.
18. Leaf and ground coverage is not to be removed from the ground of your site.
19. All exhibitors must be careful with their vehicles and any damage to facilities, trees or gardens will be charged to the exhibitor. Many trees on the park are of historical significance and must be preserved, please be respectful of this.
20. The Organisers of the Hyde Park Community Fair, at their discretion, reserve the right to remove any exhibitor or person from the Fair.
21. This is a family event and inappropriate items e.g. swords, knives, toy or replica guns (except bubble guns & water pistols) explicit or offensive items or clothing, performances etc are not permitted to be on display or sold at the event. Organisers of the Hyde Park Community Fair have the right to refuse the display and sale of such items at the event.
22. Exhibitor listing & Program advertising - Exhibitor Applications must be received by 1st February 2011 to be eligible for the Exhibitor listing and advertising in the program.
23. This is an alcohol & smoke free event.
24. Receipts, site confirmations and exhibitor information packs are sent in January 2011. Please contact the coordinator if you have not received your pack by the end of January 2011.
25. **ONSITE VEHICLE GUIDELINES:**
 - **Vehicle Entrance to the park for set up is through gate 4 on William street as marked on the map.**
 - **Trucks and vehicles are not permitted on site during the event. Vehicles are only allowed on site to unload and set up prior to 9.30am on Sunday 6th March and Monday 7th March 2011. All Vehicles **MUST BE REMOVED BY 9.30am.** Town of Vincent rangers will be issuing infringement notices (up to \$125) after 9.30am.**
 - **Parking for Exhibitor trucks is available on Williams Street during the event. Please contact fair coordinator for a special parking permit as this is usually a temporary 'No Parking Zone' however trucks displaying permits will be permitted to park in this zone and will not be infringed.**
 - **Vehicles must stay on the pathways at all times.**
 - **Vehicles must enter the park via the William Street ramp entrance only.**
 - **Vehicles must drive with hazard lights on and at 5km/h when on the park.**
 - **Vehicles you are unloading from can be pulled to the side of the pathways but MUST NOT be parked on ground cover or within 4m of any tree.**