

Stallholder Terms and Conditions and Stall Holders Code of Conduct

Terms and Conditions

Site Logistics

- The Oakleigh Glendi is open to the public from 12pm - 10pm on Saturday the 2nd of November and 12pm – 7pm on Sunday the 3rd of November. Stallholders must be open and trading during these times.
- Stallholders are not permitted to pack up before this time.
- Vehicles are not permitted on the festival site between 11:00am and 11:00pm on the Saturday or 11:00am and 8pm on the Sunday, or until deemed safe by the Festival Safety Officer.
- Site access for set up is between 9:00am and 11:00am and for pack down from 4:00pm.
- Event operating times (including set up and pack down hours) are subject to change and are at the discretion of Festival Organisers. These times will be confirmed on acceptance of successful stallholder applications.
- All stallholders will be provided with an allocated site, this site will be set at the discretion of the Festival Organiser and cannot be moved or swapped without prior agreement. Stallholders are not permitted to promote their services or products outside of this area. i.e. Distribution of material across festival site. All Stallholders are not permitted outside their demised site for promoting or selling of their services.

Site Requirements

- Sale or giveaways of balloons of any description, including helium are strictly prohibited at the Oakleigh Glendi Festival.
- Stallholders must comply with the requirements of any legislation applicable to them, including the current Occupational Health and Safety Act.
- Stallholders agree that their image and/or voice as recorded, photographed or filmed during the festival may be broadcast or published for the purposes of the Oakleigh Glendi promotion.
- The consumption of alcohol and smoking is prohibited.
- No pets or domestic animals are permitted on site (unless written permission is granted by the Festival Organiser)
- On the day of the Oakleigh Glendi, should the festival organiser deem that a stallholder's material, goods or services are, or his or her behaviour is, inconsistent with desired outcomes for the festival, event staff may direct the stallholder to leave the festival. A stallholder must comply with any such direction.
- All stallholders are obliged to keep their stall and surrounds clean and tidy throughout the event.
- All stallholders must consider using packaging materials that are environmentally biodegradable for all forms of food/beverage containers and giveaways.

Application Process

- Completion of an Application Form does not guarantee a site at the Oakleigh Glendi.
- Stallholders must have current Public Liability Insurance (of a minimum of \$20 million). This should state “Anywhere in Australia” or specifically “The Oakleigh Glendi”. The PLI must be under the application business name applying for the Oakleigh Glendi (or provide supporting documentation advising the application name will be covered under the insured business name)

- The Festival Organiser reserves the right to refund in full any payments received.
- Notification of non-attendance is required. No refunds will be given for non-attendance. The Festival Organiser accepts no responsibility for adverse weather and no refunds will be given for this reason.
- No refunds will be given to applications for cancellation less than 30 days prior to the event.
- Stallholder fees must be paid in full prior to the festival date. The Oakleigh Glendi reserves the right to deny a stallholder access to the event site if the relevant fees have not been paid in full.
- Successful stallholders may be required to attend an information session or stallholder briefing in the lead up to the event, dates to be confirmed upon confirmation of successful application.

Code of Conduct

- Stallholders are to represent themselves, their site and the festival in a professional, safe and courteous manner and to not engage in behaviour that brings the reputation of the Oakleigh Glendi and other stall holders in disrepute.
- Stallholders must respond cooperatively to any direction given by Festival Management in relation to the operation and occupation of their stall, vehicle, equipment and goods and any direction of a security or safety nature.

Stallholder Compliance

- Stallholders who fail to comply with the agreed terms and conditions and code of conduct may have their application revoked and all future applications withdrawn.

I Acknowledge receipt of the Oakleigh Glendi terms and conditions code of conduct on behalf my organisation and their employees and agree to abide by the conditions therein and understand should I fail to comply with the agreed terms and conditions and code of conduct may have their application revoked and all future applications withdrawn.