



VENDOR APPLICATION

21 to 31 July 2022

Jumpers and Jazz in July warms up the streets of Warwick with fantastic tree sculptures, yarn bombing, music, fine foods and a huge car display.

Stall holders details on the day:

- All vehicles must be unloaded and removed in negotiation with organisers unless the vehicle is part of the stall (as negotiated with festival organisers).
- Vendors are required to stay for the entire event
- Details of a designated parking area for stallholder vehicles will be advised.
- Setup times, site maps and all the details you will need to make this a successful event will be forwarded once your application has been accepted.

Please read the requirements below and complete the attached form. Submit your completed form by email no later than **Friday, 13 May 2021** to jumpersandjazzinJuly@gmail.com

Public Liability Insurance – Stall holders are required to have their own Public Liability insurance. A copy of your certificate of currency is required at the time of application.

Food Licence – if your business holds a current food licence, please attach a current copy with your stallholder application. If you are an outside of our region vendor, you will be required to acquire a food licence from Southern Downs Regional Council.

Temporary Food Licences – are available from Environmental Services Department of the Southern Downs Regional Council, and a copy will be required at time of submitting a stallholder application. <https://www.sdr.c.qld.gov.au/payments---services/forms--permits---licences/permits-licences>

Current COVID safety regulations must be adhered to. Covid Checklist and Compliance forms must be supplied prior to the event and displayed at the event as per current regulations.

Power – Please indicate in detail the number and type of power outlets required as outlets are limited. Extension cords may be necessary and **must be provided by stallholder and must be tagged and tested.**

Gas and electrical equipment must be safety checked and tagged prior to the event. Certificates must be available for viewing if requested by festival organisers. All electrical cords must be covered with safety matting supplied by vendor.

Jumpers & Jazz in July jumpersandjazzinJuly@gmail.com
 PO Box 1264 www.jumpersandjazz.com.au
 Warwick QLD 4370 Phone: 0492 979 870



Position – every effort will be made to meet with the stallholders needs, but final acceptance and placement will rest with the event organisers.

Vehicles – parking for any vehicles not needed for your stall will be provided at each event.

Disposal of garbage and grey water from your stall must be disposed of in accordance with local Council regulations. E.g. Water is not permitted to be poured down the gutters.

Individual requirements – Stallholders are responsible to supply all you need to offer a successful service at this event – including, but not limited, to gazebo or food van, chairs, tables, water, stands, hand sanitiser, covid safe queue signage, displays and electrical equipment including safety mats to cover extension cords.

Application Checklist:

- Read this document carefully to ensure you will comply with event requirements
- Complete Application Form
- Attach copy of relevant food licenses
- COVID Safety Checklist and Compliance Certificate (must be supplied prior to event and displayed)
- Attach Certificate of Currency for Public Liability Insurance

Contact Name	
Business Name	
Postal Address	
Phone	
Email	
Event Contact Phone Number	(person attending the event)

Public Liability Insurance		
Insurer Name	Policy Number	Policy Expiry Date

Please tick which event or events you would like to attend:

- Friday, 22 July – Jumpin' Jazz Laneway Party (5pm to 10pm) outdoor ticketed event – capacity 500
- Saturday, 23 July – Town Hall Concert (5pm to 9.30pm) – ticketed event – capacity 380 *details below
- Sunday, 24 July – Grand Automobile Display (9am to 2pm) – open street event – 8000 plus
- Saturday, 30 July – Saturday Stroll & Swing (9.30am to 3pm) – open street event – 8000 plus
- Saturday, 30 July – Twilight Jazz in the Park (4pm to 8pm) – outdoor ticketed event – capacity 500
- Sunday, 31 July – Picnic in the Park (10am to 3pm) – capacity 350-400

* Town Hall Concert – limited menu of boxed hot foods during intermission at 7pm (We are intending to have ticket holders pre-book their orders prior to the event to reduce risk)

FEES:

Ticketed Events:

\$150 plus GST (\$165) – per event (smaller capacity)

Open Street events –

\$200 plus GST (\$220) – per event (larger capacity)

A reduction in fees may be negotiated if you are attending 3 or more events.

What size Stall do you require?

- 3 metre x 3 metre
- 6 metre x 3 metre (price by negotiation)
- Other – please specify

Do you require power?

- Yes
- No

Please advise type of power required and number of outlets needed:

Will you be bringing a refrigeration vehicle?

- Yes (provide details of size and area required to accommodate the vehicle)
- No

Do you have any specific requirements to enable you to deliver your services most effectively? i.e. serve from front, rear, left side, right side, specific access needs etc

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Please note: This is an application process. Once applications have been received, they will be reviewed and considered to ensure the stall suits the venue and type of event (especially where there is a focus on local produce) **Not all applications will be accepted** as we will ensure that the appropriate number of vendors are selected to give the best option of choice for the visitors, but also to provide best opportunity for a successful event for the vendor.

Applicants will be favourably considered if they can provide evidence of using sustainable eco-friendly products and can indicate purchases of products have been made locally in the Southern Downs region.

Successful applicants will be notified and given further details about bump in and bump out details, site plans, parking vehicles, disposal of waste etc.

INDEMNITY:

I/We indemnify the Jumpers and Jazz in July Inc organisers from all loss and damage caused to any person or property caused by the act/omission whether negligence or otherwise of the stall holder, including the stall holder, employer, servant or agents, caused or contributed by the act or omission of the stallholder.

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Name of Stallholder

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Signature of Stallholder

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Name of Witness

.....
Signature of Witness

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Date

