



Top End NAIDOC - Danila Dilba Learn, Respect, Celebrate Family Day Festival Friday 10th July 1-4pm Mindil Beach Darwin

Applications close Monday, 6th July

Information for Stall Holders

Carefully read the following information for stall holders and sign at the end to indicate that you understand and agree to the arrangements for the day. This form is important as the space may not be appropriately equipped for the requirements of your stall and we would like to make every effort to ensure that it meets your needs as well as complies with all Occupational Health and Safety standards.

Thank you for your cooperation and we sincerely hope the activity is rewarding for your organisation.

For more information please contact Kerry Wetherall 0418190081 or Mark Munnich 0404371029.

Stalls

Stall types can include information, organisation, food, department, recruitment agencies, local Indigenous businesses or individuals selling or showcasing their work (or others) and promoting your organisation.

We encourage all stalls to be family friendly and mindful of the targeted audience.

Please provide a brief description of your stall so as to help us in making sure that it is appropriate to be a part of the NAIDOC Family Festival.

Parking Options

We will be sectioning off the parking at the Sky City end of Mindil Beach for stall holders. Please note we cannot guarantee parking as it will be on a first come basis however, we will do our best to have enough space for people. Please note trailers will not be allowed to be parked in that area as to make sure we can get as many car spaces as possible. Cars with trailers will need to park in the bigger grassed area.

Structures

Those who intend to erect structures must notify us regarding the nature of the assembly to ensure that it is safe in the event of strong wind conditions and does not jeopardise the safety of the patrons. The use of existing infrastructure or trees to erect structures is not permitted. Unauthorised structures will be required to be removed.

We also recommend that tents should be erected by the company you hire it from.

Allocated Sites

The organisers will be allocating stall locations. You will be shown these locations closer to the event and directed on the day. On the day of the event, please see the event organisers prior to setting up to make sure you are in the correct location.

Please advise (in the space provided on this form) whether you are erecting a tent for shade or require shade from the trees as this will assist us with the allocations.

Power

Power outlets are limited within the public domain. It is imperative that you advise us of ANY power requirements in the space provided on this form. This includes the amount of power required and the appliance the power will be used for. Event organisers cannot guarantee that power requirements can be accommodated. We take no responsibility for stall holders who do not provide the required information by the deadline.

Due to having food stalls at the event they will be given priority with power usage.

Water

Water facilities are very limited. We advise that all stall holders should be completely self-sufficient if they require water during the event.

Cleaning

Stall holders are responsible for the cleaning of the site during and after the event. Pre and post event site inspections will be arranged to ensure that the site is returned to Darwin City Council in a clean and tidy state. If your site appears to have any rubbish, stains, oil spills or damage, a cleaning fee may apply.

Signage

Erection of any signs including directional signs, free standing signs, banners, billboards, posters or other printed matter must stay within your allocated site location.

Wastage

Rubbish bins will be provided for the minor rubbish of stall holders and the convenience of patrons. All substantial rubbish is the responsibility of stall holders and must be removed from the site post the event. A cleaning/removal fee is applicable to all stalls who do not remove their own rubbish.

Vehicle Access

If you require vehicle access to set up or pack down your stall, please indicate your preferred access times, the number and type of vehicles requiring access to the site in the space provided on this form. Vehicle access will be limited and strictly monitored to allow for the safe management of the stage and public viewing area.

Vehicle access for set up will only be available from 9am-10am and pack down from 4pm-5pm.

Parking will be close enough to enable stall holders to carry smaller items in.

The following conditions of vehicle entry apply:

- A speed limit of 10kp/h (walking pace) is enforced at all times. All vehicles must have their hazard lights on and a walking escort when reversing.
- All vehicles must be removed once set up/pack down is completed. There is no guaranteed reserved parking available for vehicles associated with the event.
- It is the responsibility of the driver to cover any costs associated with any damages by the vehicle within the public domain.

Important

Stall holders who participate must agree and accept the terms and conditions of operation as outlined above. Failure to comply may result in the stall holder being asked to leave the premises or the stall holder becoming responsible for any costs associated incurred as a result of not complying with these conditions.

Please sign and email this form to kerry.wetherall@nt.gov.au or mark.munnich@daniladilba.org.au and topendnaidoc@hotmail.com . We will then send a reply to acknowledge receipt of your application.

NO APPLICATIONS WILL BE TAKEN AFTER MONDAY 6TH JULY

Please circle: **Information/Display stall** **Food stall** **Gift/Art stall**

Stall Holder Name _____

Organisation _____

**Contact Details
(email & phone)** _____

Brief description of stall _____

**Vehicle access
(preferred time
& vehicle type)** _____

**Erecting structure
(type & details)** _____

**Power requirements
(type & details of use)** _____

Signed (by Stall Holder) _____

Today's Date _____

Co-ordinators:

Approved **Yes** **No**

Received by _____ **Date** _____