



## STALL APPLICATION FORM

FULL NAME: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CAR REGO NUMBER: \_\_\_\_\_ VEHICLE COLOUR: \_\_\_\_\_

TYPE OF STALL (please circle): **HOT/COLD FOOD | ARTS & CRAFTS/NON-FOOD**

- ❖ You will have to purchase 2 stalls if you are planning on selling hot/cold foods and selling arts & crafts items.
- ❖ Stall allocation will depend on the volume, suitability and timelines of the applications received. **It is important that you submit your application form before the due date, which is the 31<sup>st</sup> July 2021.**
- ❖ PNGFQI Members will pay \$200.00 for Hot/Cold Food Stall and \$150.00 for Art & Crafts/Non-Food Stall.
- ❖ Non-Affiliated Members will pay \$500.00 for Hot/Cold Food Stall and \$500.00 for Art & Crafts/Non-Food Stall. Priority for stall allocation will be given to current PNGFQI members.

Stall fees can be paid via Electronic Transfer, Direct Debit, or Cash please see details below.

### Banking Details:

- **Bank:** Heritage Bank
- **Name:** Papua New Guinea Federation Queensland Incorporated
- **BSB:** - 638-070
- **Account Number:** - 13013114

Please include REFERENCE name - e.g. John Citizen; put in **(J. Citizen STALL)**

- ❖ If paying by electronic bank transfer please email your details to [pngfgievents@gmail.com](mailto:pngfgievents@gmail.com)
- ❖ **Cash and or Cheque payments** – Alternatively, drop off your payment along with your stall application form at the next committee meeting.

### FOOD HANDLING LICENCE COURSE

By law regulations from the Logan City Council, you need to obtain a Food Handling License in order to handle and sell food to the public. Please ring Logan City Council **PHONE: 07 3412 3412** to find out when they hold their food-handling course or you can complete the food-handling course online.

We recommend that you attend a food handling course prior to purchasing a food stall. The food handling course will ensure you have an understanding of the requirements for food handling, this will help you to make an informed decision on whether you would like to continue with your food stall application or not.

Check this link for more information. <https://www.logan.qld.gov.au/downloads/file/205/im-alert-food-safety-training>

Address: Logan City Council Admin Building 150 Wembley Rd Logan Central.



## STALL APPLICATION FORM

### **TERMS and CONDITIONS (Please read carefully before you sign the agreement below)**

- Workplace Health and Safety Act is required and must be obeyed and followed. This is your own responsibility to ensure that the safety for yourself and others are adhered to.
- **SALES OR CONSUMPTION OF ALCOHOL AT THE VENUE IS PROHIBITED.** If found doing so you will be kindly asked to leave the show ground with Police escort. If you are a stall holder, you will be asked to close your stall and be escorted out of the venue by Police.
- **SALES OF BETELNUT IS PROHIBITED IN ANY STALL OR ON SITE DURING CULTURAL DAY.** If you are found selling betelnut, you will be escorted out of the venue. If you are a stall holder selling betelnut at your stall, you will be ordered to close down your stall and be escorted out of the venue.
- You are responsible for ensuring all food outlets meet both Brisbane City Council & Logan City Council's Health and Safety requirements.
- For those selling cooked food you must provide your own food license. Please organize and apply for your food license, 2 weeks in advance of your event's date with the Logan City Council. There is an extra cost for submitting your application late. Check this link for more information: [Food stall licence \(markets or events\) application form \(logan.qld.gov.au\)](https://www.logan.qld.gov.au/food-stall-licence-markets-or-events-application-form)
- You must provide your own marquee or tents (3x3sqm). No pegs are to be driven into the ground. Any damage to the turf will result in a \$700 per square meter fine plus GST to replace and repair. All marquees and structures must be free standing. Use sandbags that can be purchased at various camping shops or similar weights.
- The ground canteen will be selling HOT PIES, HOT CHIPS, HOT DOGS, SOFT DRINKS and DRINKING WATER. Stallholders CANNOT sell these above-mentioned items. Any other cooked food is acceptable.
- Stall holders who plan on cooking are required to supply your own small oil waste drums, also oil mats wide and big enough to place under your BBQ stand, to ensure there are no oil leaks as it may damage the turf in your area.
- You will only sell the agreed items at your stall. Please ensure that you do understand that food stalls only sell food – non-food stalls only sell non-food items. You are not allowed to sell both at the same stall.
- **Strictly** one car per stallholder, as parking space is limited.
- Ensure your area of stall allocation is clean at all times.
- **I/We agree to the above terms and conditions set by the PNGFQI Events Committee.**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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