



Application of Interest

Please fill out this application of interest and submit it on our website along with the other necessary documents. We will then contact you shortly with which dates you have been successfully chosen to attend.

Contact Information	
Owners Full Name:	
Email:	
Contact Number:	
Postal Address:	
Vendors Trade Name:	
Website URL:	
Facebook URL:	
Product or Service Summary (This must be accurate and will be checked by TJK Events organisers)	

Please write what dates you are interested in attending:

Prices		
Vendors	Price (per event)	Description
Stalls Holders	\$70	For a 3X3 stall and must be related to the event.
Coffee and Desserts	\$70	Food vendors must supply a copy of vendors council approval or the application will be invalid.
Food Vans	\$110	
Public Liability Insurance: All vendors must supply a copy of their public liability insurance certificate with this application.		

Put an X in the box to agree to these below statements:

- I have Public liability insurance and have provided a copy with this interest of application form.
- I have read and accept all terms and conditions – (COVID-19) regarding TJK Events **(Terms and conditions – COVID-19 can be found on page 3 and 4 of this document)**
- I have read and accept all Health and Safety regulations - (COVID-19) regarding TJK Events **(Health and Safety – COVID-19 can be found on page 5 of this document)**

Signature: _____ Date: _____

(Digitally writing your full name will suffice as a signature)

Terms and Conditions – COVID-19

In accordance with local councils and government laws surrounding COVID-19

All vendors must abide by all directions and requirements given by the organisers. Vendors must also conduct themselves in a professional and business-like manner to all. **TJK Events reserves the right to refuse any vendor to attend any TJK Events, this includes returning to any TJK Events if these terms and conditions are broken.** Vendors can also be refused to attend or return to any TJK Events If any Government, Local Government, Local Authority and Statutory Bodies are not complied with.


All vendors must be set up a minimum of 30 minutes prior to the event starting. No vendor is allowed to pack up before the end of the event time unless speaking to an organiser first. This including if a vendor has sold out of goods. If a vendor has sold out a “sold out” sign needs to be display and the vendors display/ truck needs to stay open. When the event is held during winter trading is still the time stated for the event unless organisers have communicated to all vendors that early pack up is allowed. Vendors must keep their area clean and staffed at all times throughout the event.

Allotment of space by the vendor will follow the acceptance of the stall holder application. **No bookings will be confirmed until all documents are received in full and approved by the organisers.** Details of the vendors menu or **items for sale must be given to the organisers prior to payment through the TJK Events website and is subject to their approval.** This will limit having multiple vendors selling the same items. If a vendor is found selling items that have not been approved prior to the event, they will be asked to remove them from being sold for the entire event.

There is no power or water available at any event space. All vendors must supply their own generators if wanting power. This will need to be supplied by all vendors for use at their stall. **All power supply's must be marked clearly on your application (Food vans are exempted from this). All power supplies must be clearly barricaded during the event for health and safety of the community.**

All payment must be made by the due date stated on each invoice. No vendor is allowed to trade if payment has not been made by the due date. Once invoices have been issued vendors are required to pay for all events stated on the invoice they were issued. The contractual price (unless otherwise stated by the organisers does not include insurance, tables, chairs, trestles, electricity or water). **Fees are non-refundable once an application is accepted and stall space allocated.**

TJK Events organisers may at their sole discretion cancel any event due to extreme weather conditions, including bushfires or any circumstanced deem to affect the safety of the community. **If a TJK Event is cancelled within 3 days prior to the event, 50% of the vendors fee will be held for part payment towards a future event being held at the same location. If a TJK Event is disbanded after setup has already occurred, including gates opening for vendors prior to public attendance, also due to extreme weather conditions, including bushfires or any other unforeseen circumstance then the fees for said event are non-refundable.**



If a vendor cancels their booking no less than 30 days prior to the event date, then a full refund will be issued in the form of a credit for the same location in the future. **If any vendor tries to cancel for any reason including COVID-19 related reasons within less than 30 days prior to the event date, then no refund in the form of a credit will be issued. a vendor chooses to not cancel but does not show for the event, then this could result in the vendor being refused return attendance for future TJK Events.**

If an event is cancelled on the same day of the event due to COVID-19 lockdown issued by the WA government then no refund or credit will be given. If future events are cancelled due to lockdown then a 50% refund will be given in a form of a credit. If WA government issues restrictions, then it is at TJK Events discretion if a refund will be given or not in a form of a credit.

Health and Safety - COVID-19

In accordance with local councils and government laws surrounding COVID-19

All vendors are responsible for the health and safety of the public within their allocated area, including the health and safety of all products and services sold by the vendor.

All vendors are responsible for ensuring all shelters, tables and chairs, display boards etc. are adequately secured and comply with all health and safety regulations of TJK Events and local council (including all straps, ropes and other objects presenting no tripping hazard).

TJK Events will supply tables, chairs and rubbish bins. TJK Events will maintain the cleanliness of the equipment they have supplied. Vendors are welcome to bring their tables (including condiment tables), chairs and rubbish bin but must keep these monitored throughout the event to a standard of cleanliness abiding by the local health and safety regulations.

All vendors should display a minimum of one social distancing sign (of 1.5 meters) and one bottle of hand sanitiser that is accessible to costumers.

As per WA government regulation, TJK Events as an event provider is responsible for all QR codes from the Safe WA APP, for all of their events and locations. In accordance with this all vendors are encouraged to **NOT** display their own QR code throughout a TJK Event. TJK Events will display the Safe WA QR codes across all entrances and throughout the event grounds to ensure the awareness of the public.

All vendors must keep all walkways and areas for the public clean and clear. If vendors see a health and safety breach, they need to report it immediately to an employee of TJK Events.

Links to local council and government laws and regulations websites:

- Mandurah:
<https://www.mandurah.wa.gov.au/>
- Rockingham:
<https://rockingham.wa.gov.au/events-culture-and-tourism/event-approvals-and-permits>
- Serpentine:
<https://www.sjshire.wa.gov.au/council/governance/local-laws-and-policies>