



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 (Food Category)	Price (per event)			Description
	Location A	Location B	Special events	
Savoury	\$180	\$150	\$250 - \$350	Food vendors must supply a copy of vendor's council approval, or the application will be invalid.
Sweets	\$120	\$100	\$150 - \$200	
Custom Sweet & Savoury	\$135	\$115	\$200 - \$300	Vendors with both sweet and savoury products.
Custom Food Vendors	TJK Events discretion			Custom food vendors (Eg: Coffee vans, drinks, cupcakes etc)
Market Stall Holders	\$60 (\$80 for special request of corner space)			For a 3X3 stall and must be related to the event.
	\$100			For a 3X6 stall and must be related to the event.

Public Liability Holders Insurance:

All vendors must supply a copy of their public liability insurance certificate with this application.

Special Events:

Special events can include but are not limited to Fairs, Festivals, Fundays and Themed Events.

Special Offers:

A \$10 discount will be applied for new locations at TJK Events discretion.

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 supplied a copy of council approval for food registration with this interest of application form.
- I have read and accept to all terms and conditions regarding TJK Events
(Terms and conditions can be found on page 3 of this document)
- I have read and accept to all Health and Safety regulations regarding TJK Events
(Health and Safety can be found on page 4 of this document)

Signature: _____ Date: _____

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

Terms and Conditions

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. 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, including all power cords being securely kept and covered.


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 supplies 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. The contractual price (unless otherwise stated by the organisers does not include insurance, tables, chairs, trestles, electricity, or water).

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 community attendance, also due to extreme weather conditions, including bushfires, high winds, 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 will be issued, including in the form of a credit.** If a vendor has any outstanding payments on invoices, within less than 30 days of the date of the event this could affect the continuing of future trading with TJK Events. If a vendor chooses not to cancel but does not show for the event, then this will result in all site fees being forfeited and vendor could be refused return attendance for future TJK Events.



If a vendor chooses to leave TJK Events by choice and dismiss trading with TJK Events. Paid credits to the date of dismissed trading will only be held for 6 months to the date of dismissal. There will be no form of refunds of any form.

Fighting of any kind, verbal or physical will not be tolerated on or off site. Any vendor found bullying other vendors will be refused to attend future TJK Events, affective immediately with no refund of any site fees that have been paid.

Health and Safety

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 events are smoke (including vaping), alcohol and drug free zone. Vendors are not allowed to smoke or vape from 30 minutes before the event till once the event has finished and all customers have left the grounds. Alcohol and drugs will not be tolerated at any time. Any vendor caught breaking this health and safety rule will be asked to leave the premisses and could result in the vendor not being allowed to return to any TJK Events event.

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). If power cords are exposed they must be secured and covered with cable covers.

Any cost from damages to the event grounds, including the grass will be charged to the vendor. All vendors need to take caution when driving on the grounds. The use of hazards lights are required and drivers are required to drive no faster than walking speed.

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, 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. This is including no dumping of any form of waste (including waste water) on premises, as this is a violation of government health and safety conditions. TJK Events supplies bins for during the event, vendors may put their rubbish in the bins at the end of trade if there is room but **NO BOXES** are to be put in the bins, you must take these home. Vendors are to only place rubbish in a bin if the lid can shut properly.

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.