

APPLICATION FORM

May 1, 2 & 3 2020

total
field days

THIS TENDER APPLICATION IS ONLY FOR COMMERCIAL CATERERS

1. APPLICANT DETAILS

Applicant Name – to appear in Guide Book

Business/Organisation Name (if different from above)

ABN

Postal Address - (Entry tickets will be sent to this address unless you advise otherwise)

Suburb

State & Postcode

WARNING!! By ticking this box, you are agreeing that the **postal address is correct for tickets to be sent to 4 weeks prior event** and that **IF YOU OR A STAFF MEMBER TURN UP TO EVENT WITHOUT TICKETS THERE WILL BE A \$20 TICKET REPLACEMENT FEE**

Contact Person

Email

Phone – this number to appear in Guide Book

Mobile

Fax

2. HEALTH REQUIREMENTS

Do you have facilities for the following?

Staff hand washing?

YES NO

Washing food handling utensils?

YES NO

Disposal of sullage water?

YES NO

To keep food hot or cold as required?

YES NO

To protect unwrapped food against contamination?

YES NO

3. MENU

Please attach a menu of items you will sell or list them in the space below

I have included a photograph of my stall My stall can be seen at the following website [www._____](#)

4. NSW FOOD AUTHORITY

As required by law I have notified NSW Food Authority of my details

5. DRINKS AND WATER

I wish to sell soft drink or bottled water at my site which is an additional cost (\$100) to the tender price

YES NO

6. POWER (The attached Power Booking Sheet must be completed and form part of your application)

I understand; (please tick)

Power is at a cost of \$70 per outlet

Nominate if you require a 10amp and/or 15amp inlet

Vendor will supply their own 20 m power lead

Power leads must be tagged.

Every appliance intended for use on my site must be listed on this form

7. PARKING

Are you aware that you CANNOT park a car or van on site (unless the car or van is the food van) or have a vehicle drive to your site with supplies whilst the event is opened to the public (9 am – 5 pm)? If you need to leave in your vehicle through the day you should park in the Visitor Car Park or Exhibitor Car Park B. The 'Vehicle Guidelines' are available in full on the website under 'Exhibitors/ Exhibiting Conditions'.

I have read, understand and will adhere to, the Traffic Guidelines. I understand this means I cannot drive my vehicle on site for any reason when the event is open to the public.

8. PUBLIC LIABILITY INSURANCE

All vendors need public liability insurance and must supply their Certificate of Currency should the tender be successful.

9. EVENT UPDATES (Please tick one)

How would you like to receive event updates?

POST

EMAIL

10. SITE SELECTION *Please select details for your stall/kiosk*

Mobile Food Trailer Tent/Marquee Other
 Registration Number _____ Please specify _____

NOTE; Minimum tender price for coffee site is \$500, for food site \$700

Site No.	Location	Front (m)	Depth (m)	Power Avail?	Water on tap?	Suggested products	Preference (List choices in priority order)	Tender price
T1	Land, Plants & Environment	3	3	Y	N	Coffee		
T2	Courtyard	3	3	Y	Y	Ice- Cream / dessert item		
T3	Next to GF&W Marquee*	3	3	Y	N	Coffee		
T4	Next to GF&W Marquee*	3	3	Y	N	Ice-Cream / Sweet snack or dessert item		
T5	Next to GF&W Marquee*	3	3	Y	N	Hot Food		
T6	Next to GF&W Marquee*	3	3	Y	N	Hot Food		
T7	Nash Park	3	3	Y	N	Coffee		
T8	Eat Street	6	6	Y	Y	Hot Food		
T9	Eat Street	6	3	Y	Y	Hot Food		
T10	Eat Street	6	3	Y	N	Ice- Cream / Sweet snack or dessert item		
T11	Centre Road	5	5	Y	N	Ice- Cream / Sweet snack or dessert item		
T12	Centre Road	5	5	Y	N	Coffee		
T13	Wedge	4	4	Y	N	Coffee		
T14	Adjacent to Animal Nursery	4	4	Y	N	Ice- Cream / Sweet snack or dessert item		
T15	Wedge	6	6	Y	N	Hot food		
T16	Skills Centre	6	3	Y	Y	Coffee & Hot Food		
T17	Eat Street	6	6	Y	N	Hot Food		
T18	Eat Street	6	6	Y	N	Hot Food		

							OPTION 1	
							OPTION 2	
							OPTION 3	
							OPTION 4	
							OPTION 5	

IMPORTANT! All items including cool rooms must fit within the boundary of your site

***Tenders for these sites should be gourmet food using high quality produce - in keeping with the Good Food & Wine area ethos**

<i>Use another sheet if necessary</i>	
Electricity (Complete the attached Power Booking Form and carry over the price)	@ \$70 per outlet
Soft drink and water sales	\$100
One day pass (1 person for 1 day) <i>You must have entry passes to get into the event</i>	@ \$10 each
Exhibitor Car Park <i>(Note- Parking in Visitor Car Park is free)</i>	@ \$10 per vehicle

Notes

- All prices include GST
- The tender price should reflect the full payment for the site
- Tocal Field Days reserves the right to refuse any tender

TOTAL OPTION 1	
TOTAL OPTION 2	
TOTAL OPTION 3	
TOTAL OPTION 4	
TOTAL OPTION 5	

Tender closing date is Monday 2/12/2019. Tenders received after this date will not be accepted.

All applicants will be notified of the status of their application by **16/12/2019**.

Successful tenders will be invoiced accordingly, and a \$100 deposit is payable within 7 days to secure the booking and full payment to be finalised by **17/2/2020**. **NOTE – If the fees are not received by the due date the tender will become null and void and the site will be reallocated.**

Signature of applicant.....Date.....

Tenders will be accepted by;

POST - TOCAL FIELD DAYS, Tocal Agricultural Centre, Tocal Road, PATERSON 2421

EMAIL fielddays@tocal.com

FAX 02 4939 8807

POWER BOOKING FORM CATERERS

IMPORTANT NOTE:

Every appliance intended for use on your site must be listed on this form. This will ensure the power level is not exceeded and that sufficient generators and leads are booked in advance. Failure to list requirements may result in tripping the circuit breaker causing power interruptions. Should this happen you may be charged a penalty of \$100 in addition to your power fee, and you may also be disconnected.

IT IS NOT ACCEPTABLE TO PAY FOR ONE OR TWO OUTLETS AND RUN YOUR OWN POWER BOARDS FROM THESE. POWER, ESPECIALLY IN EAT STREET IS VERY LIMITED AND MUST BE FAIRLY DISTRIBUTED TO ALL VENDORS

To ensure 100% safety and equitable sharing of electricity costs, the following Guidelines must be adhered to:

1. Book your total power needs on the form below – **requests for extra power when setting up and/or during the field days will attract a service charge.**
2. One outlet = 1 x 10amps or 1 x 15amps (240 volts) and will cost \$70 – Examples:
 - 1 x pie warmer or 1 x baine marie = 1 x 15amps = one outlet = \$70
 - 1 x TV + 1 x computer + 1 x clock radio = 1 x 10amp outlet = \$70
 - 1 x TV + 1 x computer + 1 x clock radio + 1 x electric urn = 2 x 10amp outlets = \$140
3. Each exhibitor is required to supply their own 20m extension lead.
4. All extension leads/power boards on-site **MUST** have an electrician’s certification dated **within last 3 months** prior to the event.

Overnight power is available to caterers and for other exhibitor displays deemed essential. Please indicate whether you require overnight power.

Yes I require power overnight? *(Give details)*

Power will be available from 7:00am Thursday. Should you require power before this, please indicate.

Day: **Time:**

Appliances	Amps drawn*	
		10 amp x _____ outlets
		15 amp x _____ outlets
		Total outlets _____ @ \$70.00ea
		Total electricity = \$
		<i>(Transfer this cost to page 2 of Application)</i>
		Total amps =

* If unsure, please call the Tocal Field Days office on 4939 8820.

* If the appliance lists ‘watts’, then convert to amps by dividing watts by voltage (240)

*** The number and type of items used on-site will be checked by the contracted electrician**

Your full cooperation is appreciated to ensure Tocal Field Days remains a safe event for all!