



Food Vendor Agreement

Information and Requirements for Food Vendors

The event will be held at 40 Bush Street, Norah Head and will be completely self-contained. The event is anticipated to sell **1800** tickets. The presence of food and beverage vendors are an integral part of the event, and contribute to overall atmosphere and experience offered to attendees.

Lighthouse Festival will host a minimum of 4 and a maximum of 5 food vendors.

TRADING CONDITIONS

Food vendors are expected to be set up by 12: 00PM, and trading between 2:00PM and 9:30PM.

FOOD VENDOR REQUIREMENTS

The Food vendor is required to comply with the *NSW Food Act 2003* (More information can be found at: <http://www.legislation.nsw.gov.au>) and the *Australia New Zealand Food Standards Code* (More information can be found at: <http://www.comlaw.gov.au>).

Food vendors will operate at the top of the hill of the Lighthouse site between event entry and the site cottages.

Vendor structures must be approx 3m x 3m (frontage x depth), with a waterproof roof/canopy that covers the entire food preparation and point of sale area. The stall must be completely set-up by food vendors, and must adhere to OH&S Regulations.

Food vendors must supply own power. No power will be available from the festival site.

Food vendors should ensure they have enough stock to cover at least 250 mains.

Food vendors are required to supply all stock, as well as biodegradable packaging – No glass containers or plastic bags. General waste and recycling bins will be present on site, and all food vendors are responsible for the proper clean up of their site after the event.

Food vendors are required to supply – at no cost – catering for the artists on the day of the event as per the below requests - equal to 1 main meal per person. (

APPLICATION PROCESS CHECKLIST

To be considered for a position, food vendors must supply the following:

- A photo of your stall/van/truck and proposed signage
- A scale diagram of proposed stall set-up, including proposed locations of all equipment to be used within the stall area such as placement of all back of house preparation areas, cool rooms, hand-washing facilities, etc.
- Completed application form with a proposed menu and item pricing
- Copy of current public liability insurance

Application

Business / Organisation:

Contact Name:

Postal address:

State:

Post code:

Phone:

Email:

Size dimensions of stall/van/truck (please attach and return picture with this form):

Number of staff attending:

Menu (please list at least 4 menu items you're selling) and price points:

1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$

TRADING CONDITIONS

Food vendors are expected to arrive on site by 11:00am be set up by 1:00PM, and trading between 2:00PM and 9:30PM.

Food vendors may serve food and soft drinks only. Food vendors are not to sell alcoholic beverages of any kind. Lighthouse Folk Festival reserve the exclusive right to sell all alcoholic beverages from the bar.

SITE ACCESS

Access to the Lighthouse is via Bush Street. When you have arrived at the Lighthouse YOU MUST phone the Lighthouse Festival Event Manager, (**number will be provided**) and wait for someone to meet you and guide you to your parking space on site.

Vehicles accessing the site through main entrance must:

- **have hazard and or lights on; and**
- **travel at a maximum speed of 10km/hr; and**
- **give way to pedestrians at all times**

Vehicle drivers must obey any reasonable directions given by the site manager whilst operating a vehicle along within the confines of Norah Head Lighthouse.

Food vendors will be given wristbands for staff. These must be displayed at all times while on site at the event.

FOOD VENDOR FEE

To contribute to the cost of site hire and cleaning, vendors will be asked to pay **\$400 + GST** vendor hire fee. We also ask that you agree to support the promotion of the event by spreading the word on social media and by word of mouth.

DECLARATION

I have received, read and understand the above conditions. I further agree to indemnify Nice Try Events Pty against any claim whatsoever that may be brought against Nice Try Events Pty Ltd by any person in relation to this food vendor agreement.

Signed: _____

Name: _____

Date: _____

For more information, please contact us via email info@lighthousefest.com.au