

A vibrant, 3D-rendered scene of a festival. At the top, a Ferris wheel and several colorful tents (blue, red, white, and yellow) are set against a dark blue sky with white clouds and hot air balloons. The main title 'EASTERFEST' is written in large, bold, yellow letters with a black outline. Below the title, the dates '6-8 APRIL 2012 TOOWOOMBA' are written in white. The scene is set on a rocky, brown island with green grass, colorful flowers, and small tents. The background is a light blue sky with white clouds and a string of colorful lights hanging from the island.

EASTERFEST

6-8 APRIL 2012 TOOWOOMBA

CATERING APPLICATION

EVENT DATE: FRIDAY 6 - SUNDAY 8 APRIL 2012
APPLICATIONS CLOSE: 5PM FRIDAY 27 JANUARY 2012

EASTERFEST

ALL YOU NEED TO KNOW

With a 12 year history that has seen the festival grow in to the largest event on the Darling Downs, Easterfest 2012 is expected to see tens of thousands of people come and be a part of this amazing experience.

After the amazing reports and feedback from 2011 we are expecting this year's festival to surpass all previous festivals with a bigger, better international and national artist line-up, record breaking production quality and phenomenal venues!

Easterfest attracts a very diverse market of attendees from single day visitors to those who love to experience all of Easterfest and camp onsite for the 3 days over Easter.

INFO, TERMS AND CONDITIONS SETUP

WHEN DO YOU HAVE TO SET UP BY?

- Every catering site must be set up by 6pm on Thursday 5 April

HOW CAN YOU SET UP YOUR SITE?

- There are only basic sites available at Easterfest, you are able to supply your own tent/van etc; it is also possible to hire all or some of the items you may need through Easterfest for an additional cost. There is a list of available hire items at the end of this document.

WHEN DO YOU HAVE TO PACK DOWN BY?

- All catering sites are required to be packed and out of the park by 12midday Monday 9 April. The site you are given must be left in a respectable manor and as close to original condition as possible.

** Any severe or intentional damage done to the park could result in financial penalties*

COST

HOW MUCH DOES IT COST?

The commission on sites is a standard 20% of gross income. The site deposit is \$550. It is not an extra fee it is simply a forward payment that is refunded through the commission after festival. Virtually every caterer in the last three years has owed a commission exceeding \$550. Your gross takings for all food and drink sales at the festival must be reported to Easterfest by 5pm on Friday 13 April 2012. Easterfest will then invoice you for the 20% commission and any additional items. Your \$550 deposit will be deducted from the total due.

CANCELLATION POLICY

If a site holder wishes to cancel a booking more than 30 days prior to the festival (on or before Wednesday 7 March 2012) no financial penalty will apply. Any cancellations from Thursday 25 March 2012 onwards will incur the forfeit of your paid deposit. All prices include GST.

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UTILITY

POWER

Easterfest will supply a dedicated 10amp power outlet within 20m of your site. You will need to supply your own 20m extension lead. Additional power is available for hire from Easterfest for an additional cost.

Power will be connected from 10am Thursday to 10am Monday unless previously arranged otherwise. All electrical leads and equipment are to be tested and tagged by a licensed operator (must be current). Workplace Health and Safety officers will be inspecting the site and failure to comply may result in the inability to trade.

WATER

Easterfest will supply a shared tap within 20m of your site. You will not be able to attach a hose to a shared water tap. A dedicated water tap can be obtained through Easterfest for an additional cost and you must supply your own 20m hose if you request a dedicated tap.

WHAT ABOUT VEHICLE ACCESS?

Due to the significant size of Easterfest there are restrictions on vehicle access during the event. Deliveries to the site during the event will only be allowed vehicle access between 6am and 8am daily. If this time schedule is a problem you must talk to us in advance.

Each site can park one vehicle near their site on the ring road but can only enter the site between 6am and 8am daily. Please ensure you notify your staff that parking onsite is not available but there are plenty of parks within a 5min walk in the CBD.

* Failure to list and pay for extra power and/or a dedicated water tap by Friday 24 February, could result in the inability to participate at the festival.

TRADING HOURS

Minimum daily trading hours are as follows - you **must** remain open for the duration of this time.

FRIDAY 06 APRIL 2012	10:30AM - 10:30PM
SATURDAY 07 APRIL 2012	10:30AM - 10:30PM
SUNDAY 08 APRIL 2012	10:30AM - 10:30PM

All sites may optionally be open from:

FRIDAY 06 APRIL 2012	08:00AM - 12 MIDNIGHT
SATURDAY 07 APRIL 2012	08:00AM - 12 MIDNIGHT
SUNDAY 08 APRIL 2012	08:00AM - 12 MIDNIGHT

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OTHER INSURANCE

All sites/ caterers must have public liability insurance (minimum \$10million). Please fax/post a copy of certificate of currency or public liability policy to Easterfest prior to Friday 25 March 2011.

SIGNAGE

Signage at your site must be contained within the boundary of your site. It must not intrude into any walkway between sites or into thoroughfares in the interest of Workplace Health and Safety.

RUBBISH REMOVAL

Easterfest will supply each site with 1 x wheelie waste bin and 1 x recycle bin, which will be emptied once daily. If you generate garbage in excess of this you will be required to dispose of it yourself or incur an additional fee for Easterfest to remove it for you.

NOMINATED DRINKS SUPPLIER

Due to an Easterfest sponsorship arrangement all juice, soft drinks, energy and sports drinks and water must be purchased from Toowoomba Iceworks. Product purchase prices and recommended retail prices will be provided upon acceptance of your application for Easterfest 2012.

TICKETS

TICKETS

Easterfest is a fully ticketed event so no person will be allowed within the festival without a ticket. Easterfest will arrange appropriate passes for your staff; a list of names and the days each member is working will be required.

PREMIUM TICKET DISCOUNTS

In order to encourage the public to purchase tickets prior to the event we have implemented a 'Premium' ticket, which allows the holder access to extra shows, artist signings, earlier entrance to Mainstage and discounts at vendors.

There is a section on the 'Expression of Interest' form giving you the opportunity for extra promotion by offering a special discount or deal for Easterfest Premium ticket holders.

- Deals must be structured for up to 1/3 of our crowd to use and be able to used multiple times. Vouchers will not be associated with premium tickets as they were in 2011 and users will be identified by a separate GOLD armband.
- Easterfest will only promote deals that are of a sufficient value to the Premium ticket holder. Easterfest will be prioritise approval to caterers who are prepared to offer deals/discounts in line with the above conditions.

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TOOWOOMBA REGIONAL COUNCIL FOOD LICENSE

This information has been produced by Toowoomba Regional Council's Environmental Health Services Branch ph. 4688 6824, fax 4688 6897, to assist food service operators conducting business for Easterfest.

Application for Temporary Food Permit

To conduct a food service operation at Easterfest each operator is required to obtain a Temporary Food Permit from Toowoomba Regional Council. Takeaways/Restaurants who hold a license for their kitchen will require a Temporary Food Permit for their kitchen/prep area onsite at Easterfest. Where a Mobile Food Vehicle is currently registered with a local government in Queensland, a Temporary Food Permit will not be required.

Operating Standards

Operators must comply with the Food Safety Standards 3.1.1, 3.2.2 and 3.2.3. Premises will be inspected during Easterfest to determine compliance. Deep-frying will require special permission from Easterfest event organizers, due to increased fire risks, unless performed in a mechanically ventilated Mobile Food Vehicle.

Disposal of Waste Water from Sullage Tanks

There is no available sewerage point for disposal of wastewater and sullage tank contents in Queens Park. Operators are to make their own arrangements for this service, which must be conducted by a licensed liquid waste transporter. Jamie Ramia from Iceworks, who also has some food vans onsite, for a small fee may be able to remove waste liquid.

**To obtain a Temporary Food Permit, please refer your enquiries to:*

Environmental Health Officer Environmental Health Services

Toowoomba Regional Council health.section@toowoombaRC.qld.gov.au Ph 4688 6824

DUE DATES

- **FRIDAY 27 JANUARY 2012**
Catering 'Expression of Interest' and \$550 deposit due.
- **FRIDAY 10 FEBRUARY 2012**
Easterfest to notify caterers of outcome of 'Expression of Interest'
- **FRIDAY 09 MARCH 2012**
Full payment of site and additional hire due
- **FRIDAY 13 APRIL 2012**
Gross turnover amounts due to be reported
- **FRIDAY 27 APRIL 2012**
Commission payment due

CATERING EXPRESSION OF INTEREST

Business/Organisation Name:

Primary Contact Name:

Postal Address:

Business Phone: Mobile:

Email:

Briefly describe your products and prices:

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SITE BOOKING

Site Only (no tent, no flooring)

Space dimensions required:

Will you bring a coldroom for your use? Yes, size: No

Tented Site

3m x 3m @ \$250.00 Quantity: Total:

6m x 3m @ \$450.00 Quantity: Total:

Will you bring a coldroom for your use? Yes, size: No

Cost is 20% of gross turnover (including all drink sales)

All prices include GST.

PREMIUM TICKETS

Please list your Premium discount here, or an example of the level of discount you are planning to offer.

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SITE INCLUSIONS - Shared water tap and one dedicated 10amp circuit within 20m of your site

ADDITIONAL ITEMS

Wooden Flooring

3m x 3m @ \$150.00 Quantity: Total:

6m x 3m @ \$270.00 Quantity: Total:

Plumbing

Own Water Tap @ \$70.00 Quantity: Total:

Power

Extra 10amp circuit @ \$70.00 Quantity: Total:

Extra 15amp circuit @ \$100.00 Quantity: Total:

3-Phase outlet @ \$320.00 Quantity: Total:

Other Items

1.8m trestle table @ \$15.00 Quantity: Total:

2.4m trestle table @ \$20.00 Quantity: Total:

Plastic chair @ \$3.00 Quantity: Total:

Tabel cloth @ \$15.00 Quantity: Total:

1.2 x 2.4m display panel @ \$50.00 Quantity: Total:

I have read and understood the terms and conditions listed on the previous pages of this document

TOTAL FOR BOOKING*:

*Total to include \$550 deposit All prices include GST
Cheques to be made out to Easterfest

DUE DATE: 5pm 27 JANUARY 2012

Please return to: Easterfest

F: 4641 7344 | Email: office@easterfest.com | PO Box 2090, Toowoomba, QLD, 4350

EASTERFEST

CREDIT CARD AUTHORISATION

Card Number

Expiry Date / CCV Number

Cardholder Name

Cardholder Signature

Easterfest will not charge this card without the cardholders permission, and a tax invoice will be supplied for any charges.

Please return this form via fax or post to:

Easterfest

F - 0746 417344

P - Easterfest

PO Box 2090

TOOWOOMBA QLD 4350