



Diplomatic Mission's Stall Food and Dance Spectacular Application Form Saturday 6 February 2010

Please return to: National Multicultural Festival Office
Office of Multicultural Affairs
Department of Disability, Housing & Community Services
GPO Box 158
Canberra ACT 2601
Phone: 6207 6275 Fax: 6207 5862
Email: Multiculturalfestival@act.gov.au

CLOSING DATE: Friday 6 November 2009

Country:	
Ambassador's/High Commissioner's Name:	
Embassy/High Commission Address: Post code:
ABN (or Statement by Supplier Form to be attached):	
Contact Person 1: Name: Address: Post Code: Phone/s: (.....) Mobile: Fax: (.....) E-mail: Title.....	
Contact Person 2: Name: Address: Post Code.....	

Phone/s: (.....)Mobile:
Fax: (.....)E-mail:
Title.....

SECTION 1

THINK RECYCLING

SITE ALLOCATION AND COST OF STALLS

- **Standard Sites** (including a marquee) are 3 metre x 3 metre square, are free of charge to member countries participating in this event.
- In regard to *Europe Street* the officers of the European Union shall allocate stalls to participating countries.
- Additional equipment, including tables, chairs, cooking equipment, cold food and storage units or preparation room, **must be kept inside the site boundary and will be the responsibility of the individual stall holder.**
- **Stalls must be left in a clean condition for use the following day - all equipment must be removed from the site. This is the responsibility of individual stall holders.**
- **Under the ACT Litter Act 2004, there are penalties for individuals of up to \$200.00 and businesses of \$500, who deposit litter in a public place.**
- **The NMFO is not responsible for any costs associated with the fit-out of sites.**

* Please note, no additional structures will be allowed on site without prior written approval.

Standard site 3 metre x 3 metre (including Marquee) – No Charge

INSURANCE - PUBLIC AND PRODUCT LIABILITY

All concession holders such as the Diplomatic Community groups participating in the Multicultural Festival and / or the ACT Government as event organiser will be covered by the Insurance Policy of the 2010 National Multicultural Festival.

SECTION 3

ELECTRICITY

The NMFO will supply each Applicant with 2 x 10 amp general-purpose electrical outlets free of charge.

Additional outlets are available **for order now**. Applicants will be charged a fee of \$60.00 for each additional outlet.

No additional outlets are available after you have been allocated a site.

Applicants are required to:

- Place an order for electrical outlets by ticking the appropriate box/es below.

I will require a powered site: Yes (2 x 10 amp outlets)

I will require EXTRA 10 amp outlet/s: Yes (how many?).....

I will require EXTRA 15-amp outlet/s Yes (how many?).....

LIGHTING and MUSIC

Will you have lighting fixed on the exterior of your stall? Yes No

What types of lights?.....

Will your site have a sound system? Yes No

If yes, what will you be broadcasting?.....

*Please note, a light will be provided in marquees, however Applicants must provide the connection and power from their allocated power points.

IMPORTANT POINTS TO NOTE ABOUT POWERED SITES

1. Power requirements need to be confirmed on this Application. Additional outlets will not be available on the day.
 2. Applicants are required to supply extension cables (minimum length of 20 metres) and power boards with an earth leakage circuit breaker to distribute the power within sites (current safety tag required).
 3. A Work Cover safety check-list on operating electrical and gas equipment is attached.
 4. All equipment and cables will be checked at the event for compliance with Work Cover Regulations.
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SECTION 4

ADMINISTRATION

DECLARATION

I,on behalf of
(Embassy/High Commission),
understand that on completion of this Application and the associated forms in relation
to my stall for the National Multicultural Festival I will be required to pay any
additional fees.

Name of Signatory: (please print).....

Position in organisation/business:

Signature.....Date. / /

Do you wish to participate in any other Festival Activities

Additional forms will be provided upon request

YES