

PURE POLO MARKETPLACE SITE APPLICATION FORM

Polo International – Windsor Polo Club – Saturday 6th April 2019

Trading Name	
ABN	
ABN Registered Name (if different to Trading Name)	
Contact Person	
Postal Address	
Mobile No	
Email address	
Website	
Facebook Page	
Vehicle registration number/s	
Please state all intended business (e.g. sale of items etc.)	
Food Vendors: please include menu items (please advise if you would like to discuss being included in the picnic packages)	
Should you have any special requirements or requests, please list these requirements.	
Do you require extra garbage bins for food waste?	Yes / No
Do you require access to power?	Yes / No
Do you require access to water?	Yes / No
Do you have items you wish to include in a polo gift bag? (Gift Bags TBC)	Yes / No

Please read the Conditions of Application carefully before signing this form. I have read and agree to the Conditions of Application sent with this form

Signature: _____ Date _____

Conditions of Application

Complete and correct application must include:

- Certificate of Currency (Public Liability Insurance) – Must cover event dates
- Food Vendor Licence or evidence of exemption (if applicable)

1. The Trade Space Vendor must maintain with an insurance company, adequate public and products liability insurance for the duration of the Polo International.

2. No refunds if event cancelled due to weather.

3. Refund on cancellations, less 10% of full fee, will only be paid if notification is made prior to 15 March 2019. After 15 March 2019 no refund will be given.

3. Each successful vendor will be allocated a particular site. This site cannot be exchanged. Site not confirmed until payment received in full. \$350.00 per location. \$600 per location site for food trucks.

4. The Vendor must comply with all statutory obligations under the Workplace Health and Safety Act and any regulations made under it, Safe Food (NSW) and any regulations made under it, the Electrical Safety Act 2002 and any regulations made under it, the Dangerous Goods Safety Management Act 2001 and any regulations made under it and any applicable Advisory Standards, Industry Codes of Practice or Australian Standards which apply in New South Wales.

5. The Trade Space Vendor indemnifies the Windsor Polo Club and its personnel against all expenses, losses, damages and costs that they may sustain or incur as a result of any claims made by any person against the Trade Space Vendor before, during and after the 2019 Polo International.

6. All Vendors will be allocated two (2) complimentary entry passes for the duration of the event along with parking for 1 vehicle. Additional vendor passes can be arranged at the discounted rate of \$20.00 per person.

7. Bump in FINISHED by no later than 10.30am on Saturday 6th April – Must operate from 11.00am till 4.30pm on event day. (Bump in times and conditions will be provided 2 weeks prior to event – Friday afternoon bump in preferred where possible).

8. All vendors must set up in 3x3m fete stall unless otherwise alternative arrangements have been confirmed.