



Temora Aviation Museum

1 Tom Moon Avenue

Temora NSW 2666

Ph.: +61 (02) 6977 1088

Email: info@warbirdsdownunderairshow.com.au

Website: www.warbirdsdownunderairshow.com.au

ABN: 121 216 737 26

WARBIRDS DOWNUNDER AIRSHOW

2022 FOOD VENDOR SITE APPLICATION

Event dates: Saturday 15th and Sunday 16th October, 2022

APPLICATIONS CLOSE: 5.00pm Friday 17th June, 2022

(Please email to vendors@warbirdsdownunderairshow.com.au)

EVENT OVERVIEW

The Warbirds Downunder Airshow (**Event**) is promoted by the Temora Aviation Museum Inc. (**we, us and our**). The Event aims to attract catering sites that offer a variety of enjoyable, affordable, high quality goods and services at competitive prices.

All catering sites should reflect the locally orientated, friendly and relaxed atmosphere of the Event

TERMS AND CONDITIONS

These Terms and Conditions set out the basis on which you will be granted a non-assignable licence to have a catering site at the Event. Tickets to the Event are given and admission is granted on the basis that you are bound by these Terms and Conditions.

A reference to 'you' and 'your' in these terms and conditions is a reference to each vendor; and a reference to your personnel is a reference to your employees, contractors, sub-contractors, employees of sub-contractors, labour hire employees, work experience students, volunteers and any other representatives engaged by you for the Event.

APPLICATION PROCESS

You must be the registered and licensed owner and principal operator of the catering site for the duration of the Event, including Bump In and Bump Out.

Application forms are at the end of this document with all submission details explained.

All relevant application forms must be completed with as much information as possible about the proposed site. Incomplete or illegible applications will not be accepted.

SELECTION PROCESS

Selection of sites is based on information you provide to us and factors we take into consideration when selecting sites for the Event, including:

- quality and attractiveness of your product
- diversity and variety of catering sites for our patrons
- presentation of your site
- menu items and prices

Make sure you include a precise and detailed description of your catering site. You must include an artist impression and/or visual image / photos, in colour, to assist with your application.

Some catering sites may not be accepted mainly for reasons of duplication. Non-acceptance is not a reflection on you or your site.

Acceptance emails will be sent within three weeks of applications closing. **Please ensure you have given the correct email address as this will be the main source of communication.** In the event your application is unsuccessful, you will also be notified via email. If your application is successful, you will receive a Vendor Information Pack by 16th September 2022.

DATES AND TIMES

The Event runs on Saturday 15th October and Sunday 16th October, 2022.

All catering sites may, subject to compliance with rules and regulations, take up possession of their nominated site from 9.00am on Wednesday 12th October 2022 for Bump In purposes.

Catering sites must be completely set up before 7.30am on Saturday 15th October 2022, and 7:30am on Sunday 16th October 2022. We suggest that you bring your own trolleys for stock movements during the day. All display equipment, stock etc. must remain on site until the close of Event. Once our Site Manager has advised that the site has been cleared and vehicle movement is allowed, you will then be able to vacate the site, which will come after 5.00pm Sunday 16th October 2022. Until this time there is to be **NO** vehicle movement. All sites must be vacated by 2.00pm Monday 17th October 2022 and the site must be left in a clean and tidy condition prior to your departure.

Bump In/Bump Out times are listed below.

BUMP IN	<i>Wednesday 12th October, 2022</i>	9.00am – 5.00pm
BUMP IN	<i>Thursday 13th October, 2022</i>	7.00am – 5.00pm
SITE LOCKDOWN	<i>Thursday 13th - Friday 14th October, 2022</i>	5.00pm – 7.00am STRICTLY
	<i>Friday 14th October- Saturday 15th October 2022</i>	9.00pm- 6.00am STRICTLY
	<i>Sat. 15th October 2022 -Sunday 16th October 2022</i>	7.00pm- 6.00am STRICTLY
TRADING HOURS	<i>Saturday 15th - Sunday 13th October, 2022</i>	8:30am-4:30pm
BUMP OUT	<i>Sunday 16th October 2022</i>	Once advised by the Site Manager, vehicle movement is allowed between 5pm-7pm
BUMP OUT	<i>Monday 16th October 2022</i>	Once advised by the Site Manager, vehicle movement is allowed between 7am & 2pm.

Catering sites must operate and have staff in attendance during the trading times listed below.

Saturday 15th October, 2022

Trading Hours: 8:30am – 4:30pm

Sunday 16th October, 2022

Trading Hours: 8:30am – 4:30pm

INSURANCE AND CERTIFICATES

As a vendor you will be required to hold a valid Public Liability Insurance policy to the value of at least AUD \$20 million and it must list TEMORA AVIATION MUSEUM INC ABN 121 216 737 26 in the policy as an interested party, indicating coverage until after the Bump Out of the Event.

You must hold a valid Work Cover Insurance policy in respect of all personnel at your catering site which is in place for the full duration of the Event (including Bump In and Bump Out).

It is your responsibility to possess adequate property damage insurance for any property used by you or your personnel at the Event. We will not be liable for any loss of or damage to your property or personnel whilst on the site. We shall not be held liable for any compensation, whether on the grounds of loss of profits or otherwise. You are responsible for insuring your own property and stock.

Copies of valid insurance certificates must be forwarded to vendors@warbirdsdownunderairshow.com.au no later than **5.00pm Friday 15th July 2022**. You must have a copy of all insurance certificates on site for the duration of the Event. If your certificates are or will be expired by Wednesday 12th October, then all renewals must be organised in advance and your policy renewed for an earlier date. **There will be no exceptions if we haven't received a copy by the due date, your site may be cancelled, and your site fees forfeited.**

CERTIFICATES REQUIRED

You must provide the following certificates:

- Certificate of Currency/Public Liability Insurance
- NSW Food Safety Supervisors Certificate. Please see below link and information:
<http://www.foodauthority.nsw.gov.au/rp/fss-food-safety-supervisors>
Please note: There is a fee for each certificate.
- Workers Compensation certificate

All certificates must be forwarded to us on application

DECLARATION

- You certify that you will use any space allotted to you **for your sole use** and only for the purposes shown on your completed application form.
- You agree to conform as a catering site vendor to all Vendor Terms and Conditions, Event Site Rules, Workplace Health and Safety regulations and any other conditions and orders we may impose, and you undertake to notify your personnel of them.
- You understand that you must not bring into the Event Site any **alcohol** or **glass**. NSW liquor licensing laws apply on site. A breach will result in you being asked to leave.
- You have read the Event Overview, Terms and Conditions and Event Site Rules as listed in this catering site application form and you agree to abide by them.

Name: _____ Date: ____/____/____



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WARBIRDS DOWNUNDER AIRSHOW 2022 CATERING SITE APPLICATION FORM

Event dates: Saturday 15th and Sunday 16th October, 2022

APPLICATIONS CLOSE: 5.00pm Friday 17th June, 2022

PLEASE READ AND FILL OUT EVERY SECTION OF APPLICATION FORM. INCOMPLETE FORMS WILL NOT BE ACCEPTED.

Company / Business Name: _____

Site Name (this is exactly how your site will be listed in our program): _____

Owner/Manager: _____ ABN/ACN: _____

On Site Event Contact: _____

Postal Address: _____

Suburb: _____ State: _____ P/Code: _____

Phone: _____ Mobile: _____

Email: _____ Website: _____

Please note most of our correspondence is via email.

CATERING SITE PACKAGES

Catering site A

Site Size:
Up to 3m frontage x 10m depth

Includes:

- 3 Vendor Passes
- 1 On Site Vehicle Pass
- 1 Off Site Vehicle Pass
- 1 x Single Power Outlet

Cost: \$1,100 Inc. GST

Catering site B

Site Size:
3-9m frontage x 10m depth

Includes:

- 3 Vendor Passes
- 1 On Site Vehicle Pass
- 1 Off Site Vehicle Pass
- 1 x Single Power Outlet

Cost: \$1,320 Inc. GST

CATERING SITE DETAILS

FOOD TYPE: _____

LIST PRODUCT LINES AND PRICES: Please note you may only sell items listed here. Prices must be as indicated and not change for the duration of the Event. Please attach menu/price list to include all items for sale. Please attach sheet if extra space is required.

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Please tick this box if you agree for your contact information to be provided to festivals and events looking for potential vendors

Please tick this box if you agree for your contact details to be provided to media for advertising purposes

3 Phase _____ x _____ amps

WATER REQUIREMENTS: Do you require constant running water to cook with?

Yes No

Specify requirements: _____

FOOD SAFETY: Have you attached your Food Safety Supervisor Certificate?

Yes No

Does the Site have an approved Food Safety Program?

Yes No

Does the Site have its own temp probe/thermometer?

Yes No

Are all staff trained in Safe Food Handling?

Yes No

Has the Site ever been closed for breaches of the Food Act?

Yes No

GAS SAFETY: Does the Site use: 9kg LPG

Yes No

45kg LPG

Yes No

FIRE SAFETY: Does the Site have a current Fire Extinguisher?

Yes No

Does the Site have a Fire Blanket?

Yes No

WHAT TIMES DO YOU INTEND TO TRADE AT THE EVENT?

Saturday: _____ am - _____ pm

Sunday: _____ am - _____ pm

PLEASE SPECIFY WHICH DAY YOU PLAN TO BUMP IN: Wednesday 12th Thursday 13th

HAVE YOU TRADED AT THE EVENT BEFORE? Yes No **IF YES, HOW MANY YEARS?** _____

LIST THREE (3) EVENTS, EXCLUDING WARBIRDS DOWNUNDER AIRSHOW, WHICH THE SITE HAS TRADED AT IN THE LAST 12 MONTHS:

EVENT: _____

Contact name: _____ Phone: _____

EVENT: _____

Contact name: _____ Phone: _____

EVENT: _____

Contact name: _____ Phone: _____

COPIES TO BE ATTACHED

PUBLIC LIABILITY INSURANCE -CERTIFICATE OF CURRENCY FOR \$20 MILLION COPY ATTACHED (Please Tick):

Interested Party: COPY ATTACHED (Please Tick):

WORKERS COMPENSATION CERTIFICATE OF CURRENCY COPY ATTACHED (Please Tick):

NSW FOOD SAFETY SUPERVISOR CERTIFICATE COPY ATTACHED (Please Tick):

DESCRIPTION/ PICTURE OF STRUCTURE - MUST BE SUBMITTED BY ALL SITES COPY ATTACHED (Please Tick):

This is to be an artistic impression or photograph of the trade site you will be displaying at the Event (towbar to be included).

EXTRAS

If you require additional vendor passes, please indicate below (number of additional passes provided is at the sole discretion of the Catering Manager or Site Manager):

Extra Vendor Pass _____ No of Passes: _____

Extra Power Outlet: 12V- \$60 each

No of Outlets: _____

Cost: \$ _____

Extra Power Outlet: 3 Phase - \$60 each

No of Outlets: _____

Cost: \$ _____

TOTAL COST: \$ _____

CATERING PACKAGE

Catering site Package A or B \$ _____

Total Extras (\$150 rubbish bond to be included)..... \$ _____

GRAND TOTAL \$ _____

BANK DETAILS

Please provide your bank details below for your \$150.00 rubbish bond to be paid into your account after the Event.

Account name: _____

BSB: _____ Account number: _____

SPECIAL REQUESTS

Please list and special requests you may have or anything you would like to make us aware of such as vehicle manoeuvring and set up below. You must identify how you enter your site and which side you serve from.

