

**26TH JANUARY 2017**  
**COFFS HARBOUR**  
**SALTWATER FRESHWATER**

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

## ART & CRAFT STALLHOLDERS APPLICATION 2017

Please read, complete and return via:

- Email: [festival@saltwaterfreshwater.com.au](mailto:festival@saltwaterfreshwater.com.au) OR
- Fax: 02 8008 1589 OR
- Mail: PO Box 703, Coffs Harbour NSW 2450

### APPLICATIONS

---

Applications to run a stall at the 2017 Saltwater Freshwater Festival are now open! The 2017 Festival will be held in Coffs Harbour on Australia Day, 26 January 2017.

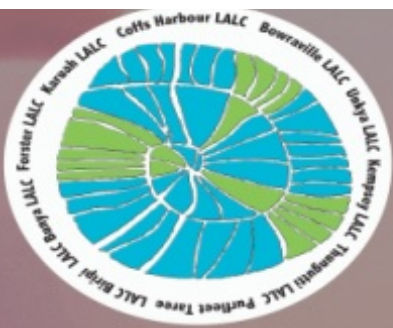
The Festival is aimed at a wide audience, but a primary element of that is family. Australia Day is for the whole community, and within that, families celebrating Aboriginal culture on the Mid North Coast.

It's a unique day of FREE Aboriginal music, dance, art & culture, with a range of activities for the whole family.

The stalls are an integral part of the Festival and provide the public with a village style atmosphere featuring works by Aboriginal artists and artisans residing across the region.

**Festival 2017 will be held at the Botanical Gardens, Coffs Harbour.**

**The hours of operation are Monday 26 January 2017 | 10am - 4pm**



## 26TH JANUARY 2017 COFFS HARBOUR SALTWATER FRESHWATER

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

### STALL TYPES

---

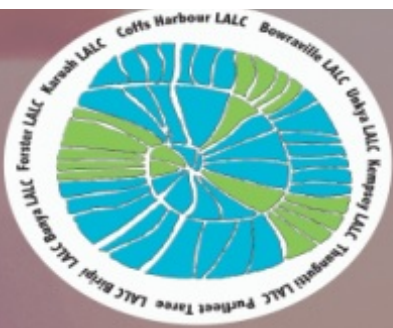
We are looking for Retail Stalls with attractive, unusual and well-made crafts, adults and kids clothing, jewellery and artworks etc, with an emphasis on Aboriginal art, craft and product. We are looking for items made in Australia as well as lovely things handmade in the Mid North Coast region. THESE STALLS ARE ONLY OPEN TO ABORIGINAL OWNED & RUN BUSINESSES.

### PRICES

---

#### Aboriginal Owned & Run Arts & Craft Stall

Site Fees	Cost	Total
Received by 31 December 2016	\$300.00 + \$22 GST	\$322.00
Received after 31 December 2016	\$320.00 + \$25 GST	\$345.00



## 26TH JANUARY 2017 COFFS HARBOUR SALTWATER FRESHWATER

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

### SELECTION & NOTIFICATION

**YOUR APPLICATION DOES NOT GUARANTEE YOU A STALL AT THE FESTIVAL – YOU WILL BE NOTIFIED IF YOUR APPLICATION HAS BEEN SUCCESSFUL.**

Late applications will not be accepted. A selection process will take place in **December 2016** and all successful applicants will be notified by **24 December 2016**.

Successful applicants will be asked for additional documentation such as:

- Current Public Liability Insurance (minimum \$10 million),
- AND full payment of all site fees.

Stalls will not be able to trade until they have provided all required documentation.

***Selection and final decision of stalls and site locations are at the discretion of the Festival Coordinator.***

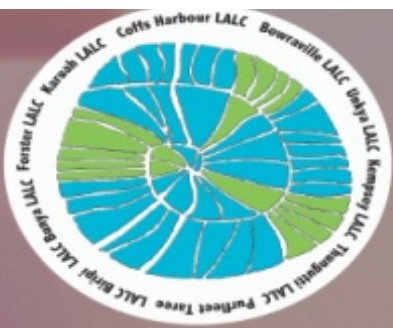
### STALL FEES

---

Fees for accepted stalls will be finalised in conjunction with Stalls Coordinator after discussion of power and site requirements. Once your application has been approved and all relevant documentation received, we will send you an invoice for your stall fee.

All fees must be paid by **10 January 2017**. If you have not paid your full fee by **10 January 2017** your stall site may be reallocated to someone on the waiting list. Please notify our Stallholder Coordinator by phone or email that you have paid your fee, to avoid confusion and potential loss of your site.

A Cancellation Policy provides for a refund of the site fee paid, less an administration fee of \$50 if notice is received no later than **10 January 2017**. Cancellations after this date will not be refunded.



## 26TH JANUARY 2017 COFFS HARBOUR SALTWATER FRESHWATER

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

### SELECTION PROCESS

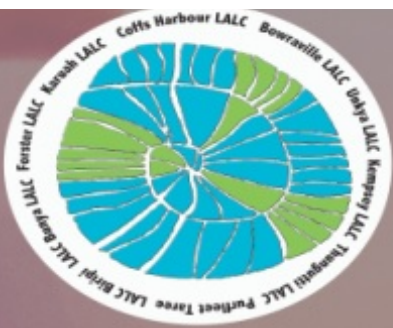
---

If you want to be selected you need to make sure your application is complete and stands out from the crowd. Please provide an accurate description of your products and prices in your application.

We select stalls in **December** and we look for:

1. **Complete applications:** with all documentation. Each year we receive more applications than we can accept. Missing information may jeopardise your selection.
2. **Product quality and diversity:** We require an accurate description of your products, with pictures and prices.
3. **Appearance and stall presentation:** We require a photo of your stall set-up and if you are providing your own van, confirmation that it is of commercial/heavy duty standard.
4. **Balance of stall categories and combination of new and previous stallholders:** We welcome applications by new vendors and do consider previous performance of regular stallholders.

All successful applicants will be notified by **24 December 2016**.



**26TH JANUARY 2017**  
**COFFS HARBOUR**  
**SALTWATER FRESHWATER**

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

## ART, CRAFT & RETAIL STALLHOLDER APPLICATION FORM 2017 PLEASE READ, COMPLETE AND RETURN TO

### REQUIRED DOCUMENTATION

---

Stallholders will need current public liability insurance for \$10 million. Send a copy of your certificate of currency with your application.

#### Stall & Contact Details

Stall Name

Owner Name

Are you an Aboriginal owned business?

ABN/ACN

Email

Postal Address

Town/Suburb

State

Postcode

Business Hours Telephone

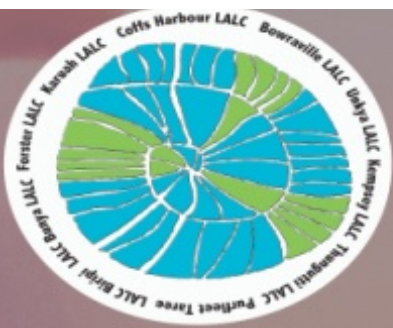
Mobile

Website

Facebook

Type of stall required

Business name for stall sign



# 26TH JANUARY 2017 COFFS HARBOUR SALTWATER FRESHWATER

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

Arts & Craft Stall (Aboriginal owned)

We provide a standard sized sign for each stall. Please enter the business name for your stall, maximum of 40 characters

Stall Size (frontage x depth)	Van Setup or Other Stall Size
-------------------------------	-------------------------------

3.6m x 3.6m (provided by Festival)

Supply own van as stall

Other

## Product Details

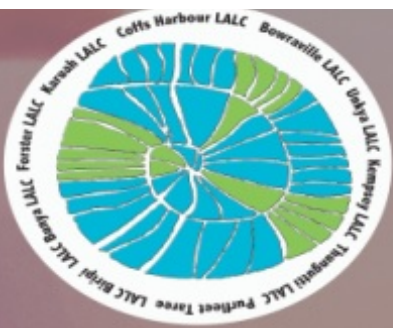
- To assist with the success of your application, please email photos of your products to [stallholders@saltwaterfreshwater.com.au](mailto:stallholders@saltwaterfreshwater.com.au) or else mail them with your application. We also welcome catalogues and brochures and any other product details that may assist in the selection process.

Product	Price Range
---------	-------------

Product	Price Range
---------	-------------

Product	Price Range
---------	-------------

Product	Price Range
---------	-------------



## 26TH JANUARY 2017 COFFS HARBOUR SALTWATER FRESHWATER

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU

### Power Requirements

Stalls sites are allocated according to requirements for power. It is important that accurate information is supplied in your application so that we can accommodate your requests.

#### PLEASE NOTE:

- Stalls requiring power can purchase 1 x 10 Amp power outlet for \$25 and may request up to a maximum of 5 outlets at no extra cost.
- All electrical equipment to be used on site, including extension leads and power boards, must be tagged and tested by a qualified technician at the stallholder's expense. Failure to do so may result in the closure of your stall until leads and power boards provided are approved, at the cost of the stallholder.

Saltwater Freshwater Festival will not provide any power cables to stall holder. Please ensure you bring your own extensions to connect to our power outlets and run your equipment.

Number of EFTPOS/cash registers

Please list other appliances

Total number of 10-amp power outlets you will require for your site

*Final summation of fees for power will be confirmed by the Stalls Coordinator once power usage has been reviewed.*

### Would you like to be on the SWFW Festival Mailing List?

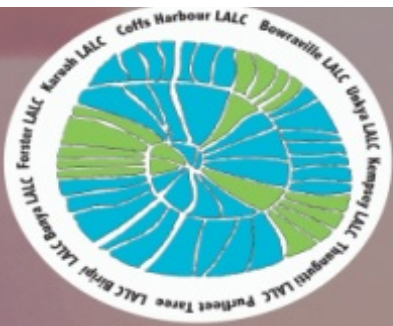
Yes

No

### Where did you hear about having a stall at the Festival?

- Word of mouth
- Newspaper
- Radio

- Website
- Had a stall last year
- Poster/flyer
- Facebook



**26TH JANUARY 2017**  
**COFFS HARBOUR**  
**SALTWATER FRESHWATER**

ABORIGINAL CULTURAL FESTIVAL

WWW.SALTWATERFRESHWATERFESTIVAL.COM.AU



**STALL SITE PLAN GRID**

**STALL NAME:** \_\_\_\_\_

Draw a scale map of your stall site. Include the set up within the stall itself and all back of house requests, make sure you include tow bars for any trailers.

**FRONT OF HOUSE (Each small square is 1m x 1m)**


**BACK OF HOUSE**