



Harcourt, The Sustainable Valley

19th Annual Applefest - 5 to 8 March 2010



Harcourt Valley Primary School
Wilkinson Street
HARCOURT 3453

HARCOURT VALLEY PRIMARY SCHOOL

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Dear Stallholder,

The Harcourt Heritage and Tourism Committee and Harcourt Valley Primary School would like to invite you to participate in its Annual Applefest Market to be held on Saturday 6th of March, 2010.

The school, as the organising body for the Market, are working harder than ever to build up the profile of the market and attract both stallholders and patrons. The Harcourt Applefest is an important local event attracting people from all over Victoria and beyond. 2010 promises to be bigger and better than ever before. There will be plenty of live entertainment throughout the day, including the return of Harcourt Idol to the Saturday festivities.

Stall sites for arts, crafts and displays are available. Community and commercial groups are encouraged to participate. PLEASE NOTE THAT ALL RAFFLES MUST BE APPROVED BY THE APPLEFEST COMMITTEE.

Please find attached a stall application form for food vendors and stallholders. The application form should be returned to the above address, attention to Sharon Blake by 1st March 2010. Please take note of the booking information on the Application form. The receipt will be mailed out to you during the week of the Applefest along with your site allocation and a site map.

The cost of having a stall has been reduced for 2010 — all stalls will be \$15 per site. The Harcourt Applefest Market is a fundraising activity for the Harcourt Valley Primary School, so all monies raised go directly to the school.

NOTE: APPLICATION FORMS MUST BE RETURNED AS NO SITES WILL BE AVAILABLE IF AN APPLICATION FORM HAS NOT BEEN RECEIVED. IN ORDER TO GUARANTEE YOUR SPACE, PLEASE BOOK SOON!!!

For further information, please feel free to contact our Market Liaison Volunteer Sharon Blake on 0438 010 309.

We look forward to your response and thank you for your support of this exciting event for Harcourt and the fundraising efforts of Harcourt Valley Primary School.

Michelle Holmes
President of School Council for
Harcourt Valley Primary School

Sharon Blake
Market Liaison Volunteer for
Harcourt Valley Primary School



2010 HARCOURT APPLEFEST – MARKET STALL APPLICATION FORM

Name of Stallholder:

Address:

Postcode: Email:

Fax: Telephone: B.H. (....) Mobile:.....

Please Provide a Brief Description of the Goods or Activity of Your Stall:

.....

<u>Category of Stall</u> ⁽¹⁾ :	<u>Saturday Only</u>	<u>No. of Sites</u> ^(2 & 3)
<input type="checkbox"/> General Commercial Stall	<input type="checkbox"/> (\$15 per site) (Please Circle)	1 2 3
<input type="checkbox"/> Sporting Organization	<input type="checkbox"/> (\$15 per site) (Please Circle)	1 2 3
<input type="checkbox"/> Community (Not-for-Profit)	<input type="checkbox"/> (\$15 per site) (Please Circle)	1 2 3
<input type="checkbox"/> Food Vendor ⁽⁴⁾	<input type="checkbox"/> (By Tender) (Please Circle)	1 2 3

If You Are Planning a Raffle Please Submit Details for Approval by the Applefest Committee:

NOTES:

- Any Stallholders proposing to sell food must comply with all health regulations. Contact Mt Alexander Shire Council for a copy of the local regulations.
- Sites have a 4 metre wide frontage and approximately 3 metres deep. If your stall requires more space than this please book 2 or more stalls.
- There are a limited number of powered sites available. If you require power please contact Sharon Blake on 0438 010 309 for availability and pricing.
- The fee for commercial food vendors will be determined by Tender to ensure an appropriate mix of outlets. The minimum tender price that will be accepted is \$30 for Saturday or \$50 for both Saturday & Sunday. Please note that the Market will only operate on Saturday but there will be other events operating on the Sunday. Selection of food vendors is done by the Applefest Committee. If a tender application is unsuccessful all moneys paid will be refunded.

ADDITIONAL INFORMATION AND CONDITIONS:

This completed application form **together with** the applicable site fee is required to secure your booking. Forward this application form and cash or cheques payable to the **Harcourt Valley Primary School, Wilkinson Street, Harcourt 3453** by **no later than 1st March, 2010**.

Stalls will be allocated on a first in basis. If your stall is not considered suitable for the event you will be notified and all application / site fees returned.

Each stallholder must provide all equipment needed (eg trestles, chairs, shade etc).

Each stall holder is responsible for clearing and cleaning of their site area at the conclusion of the days trading.

Stall allocations and a site map will be sent out to you along with a receipt no later than the week preceding the Applefest.

A person will be available from 7.00a.m. on Saturday to direct you to your allocated site.

If stallholders do not set up in their allocated site, they will be required to relocate to their nominated site.

Market times: 10:00 am – 5:00 pm Saturday

DECLARATION:

I / we have provided accurate information relevant to this application and agree to abide by the organizing committee's conditions / instructions:

Signature: Date: