

### **Terms and Conditions: Environment & Sustainability Expo 2024 – Stall Holders**

1. The stallholder agrees to indemnify and to keep indemnified the Council, its servants, and agents and each of them from and against all actions, costs, claims, damages, charges, and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to being a stallholder.
2. The stallholder shall take out and keep current a Public Liability Insurance policy in the name of the stall holder / business insuring the stallholder for the minimum sum of ten million dollars (\$10,000,000). A certificate of currency must be supplied to the City of Burnside before the stallholder can attend the event.
3. The stallholder shall ensure that it is approved, authorised, licensed, or registered, so far as required by law, to carry out the activity.
4. Stalls and exhibitor's sites will be allocated by the Council and no allocated sites may be altered without the approval of the Council.
5. No music system or amplified sound is to be used by any stall holder without the prior approval of the Council.
6. No food or drink will be offered for sale by any stall holder without the prior approval of the Council.
7. If Council grants access to power, all stallholder's electrical equipment including extension cords must be tested and tagged and labelled appropriately.
8. There is no cost to the stallholder at Environment & Sustainability Expo. The City of Burnside will not pay stallholders to attend the event.
9. 1 x trestle table, and 2 x chairs will be provided to stallholders. This equipment will be set-up and packed down by the City of Burnside.
10. Stallholders are required to supply their own signage, displays, products and point of sale equipment if applicable.
11. Access to the building will be from 8.30 am and stallholder must be set-up no later than 10 am for the event commencing.
12. The event runs from 10 am – 2 pm. All stallholders must not pack up prior to 2 pm.
13. Council will not accept any responsibility to expenses arising from theft and damage to products or goods during the event (including set-up and pack-down).
14. Stalls must be displayed in a professional manner and be aesthetically pleasing.

15. All rubbish, waste and packaging must be taken away by the stallholder and the site left in the condition it was found.

16. The stall must be staffed at all times.

17. All stall holders will be required to complete a survey which will be forwarded within 3 months following the event. The aim of this survey is to gain feedback from stallholders of the event.

18. Stall holders agree that information pertaining to their involvement is likely to be included in City of Burnside promotional collateral developed for the purposes of this event.

19. Stallholders will tag @cityofburnside in any social media posts related to the event