



CLAIM THE DATE – Saturday 7th July 2018

Expression of Interest – Sawtell Chilli Festival

GENERAL

The Sawtell Chilli Festival is a **CHILLI** Festival and we encourage and support stallholders who promote and sell Chilli related products, in particular those stallholders who have attended, supported and sponsored the Festival for many years.

The Festival is a popular event on the Coffs Coast and there is a lot of demand for stalls. Please note that submitting an Expression of Interest may not guarantee you a stall.

Our preferred method for applications is our online form. Expressions of Interest for Stallholders can now be lodged online at www.sawtellchillifestival.com.au

Expressions of Interest must be completed and returned to the:

Sawtell Chilli Festival Coordinator
PO Box 298
SAWTELL NSW 2452

prior to the 31st January 2018. This will enable the Coordinator and Committee to review the Expressions of Interest.

All Expressions of Interest will be considered and all applicants will be advised of the outcome of the reviews as soon as possible.

Questions regarding the Expression of Interest Forms can be emailed to: sawtell.chilli.festival@gmail.com

General information can be found at:

www.sawtellchillifestival.com.au

www.facebook.com/sawtellchillifest



SITE DETAILS

Due to the limited number and size of sites, only Sites in Category 1 and relevant Food Stall Sites will be allocated more than one stall. All stall spaces are 3m x 3m. If you are eligible for and require more space please, request two (2) sites.

Sites will be allocated in March 2018. Completion and return of this form does **not** guarantee you a site.

Category	Description	
Category 1	Chilli Products & hot food prepared & cooked on site.	Businesses preparing & cooking food on site. Site Fee \$200 or powered \$230 per 3m x 3m.
Category 2	Chilli Products selling pre packaged products.	Site Fee \$170 or powered \$200 per 3m x 3m.
Category 3	Non Chilli products eg clothing, deserts, ice-cream, jewellery, etc.	Site Fee \$170 or powered \$200 per 3m x 3m.
Category 4	Community Groups/Organisations/Schools	10% of available stalls to be allocated to Community Groups/ Organisations/ Schools. Community Groups are identified as not for profit organisations. \$50 per site.
Category 5	Sawtell Chilli Festival Supporter Sites	E.g.: Information Site, Coffs Harbour TAFE Promotion relevant to event or Sawtell/ Coffs Coast Businesses providing a free service to the Sawtell Chilli Festival at the event.



BUSINESS AND CONTACT DETAILS

Name of Business: _____

Contact Name: _____

Postal Address: _____

Contact Phone: _____

Email: _____

Preferred contact is via email.

Category 1: Chilli Related Products & Hot Food prepared on site.

Category 2: Chilli Related Products pre-packaged for sale.

Category 3: Other Food and Products (e.g. clothing, jewellery, etc.)

Category 4: Community Groups/Organisations/Schools

Category 5: Sawtell Chilli Festival Supporter Sites

What Category best describes your stall?

Category 1 Category 2 Category 3 Category 4 Category 5

Are you a Chilli Related Business? YES / NO

If selling and/or exhibiting or providing food:

Are you registered with the NSW Food Authority? YES / NO

Are you registered with Coffs Harbour City Council? YES / NO

If selling and/or exhibiting soap and/or beauty products:

Are you registered with the NSW Department of Health?
i.e. Registered Cosmetics Manufacturer YES / NO

All: Do you have current Public Liability Insurance? YES / NO



Please list type of product to be exhibited and/or sold and and/or food/refreshments to be served.

No of Sites Required: _____

Type of Site: Van, Caravan, Tables, Tent, Marquee, other (specify)

Do you require power? YES / NO

Note: Limited power available.

Do you have a Silent Generator? YES / NO

Equipment and Power: Please list in amps all your powered equipment.

Your Expression of Interest cannot be considered if you do not have the required insurance and/or current legislation/licences.



2018 Fees

Fees set for the 2018 Sawtell Chilli Festival.

3m x 3m unpowered site	\$200 (Category 1 - Food vendors cooking on site)
3m x 3m unpowered site	\$170
3m x 3m powered site	\$230 (Category 1 - Food vendors cooking on site - only supplied power for 1 single phase lead)
3m x 3m powered site	\$200 (only supplied power for 1 single phase lead)
3m x 3m Community site	\$50

DO NOT PAY WHEN LODGING YOUR EXPRESSIONS OF INTEREST.

Payment will be required once your application has been accepted. All applicants will be notified by email on the results of the applications in March 2018, when Tax Invoices will be issued for payment. **Once you receive your tax invoice, payment is required by 1 May 2018.** If payment is not received by this date, then your site may be reallocated without further notice.

Fees cover Event Management Costs and Inspection Fees levied to all festivals and events within the Coffs Harbour City Council local government area.

Signature: _____

Date: _____

EXPRESSIONS OF INTEREST CLOSE 31st January 2018