

Gumeracha Medieval Fair 2018

Craft Merchant Terms & Conditions



Once more the Gumeracha Medieval Fair is on in the Adelaide Hills. The site is Federation Park in Gumeracha, 30 km up North East Road from Adelaide. **This popular event is to be held on May 5th & 6th 2018.** We are expecting 15,000 or more people to attend over the two days of the event. We are currently accepting applications for craft (non-food) stalls.

Food stalls: contact Wendy Cook 0411 891 878 or cheesewine@bigpond.com

(Please read carefully)

1. Due to the limited number of merchant sites available, and in order to continue to increase the medieval ambience of the Fair (as requested by public feed-back), craft merchants will be chosen from those stalls which can provide a more medieval appearance and goods for sale, with due recognition of merchants who have supported the Fair over the past years.
2. Site holders may book a maximum frontage of 2 sites (6 metres) only. Your application form must arrive by Friday **16th February 2018**. We will **send out acceptances to successful merchants by 30/3/18 together with an invoice for payment**. The Craft Merchant Application form must be completed with as much information as possible about the items being sold - photographs may be included. Sites may not be occupied without full payment. Please be aware that we have a waiting list for sites, and if you do not send in your payment for your site by **30th March**, you may forfeit your allocated site.
3. Goods and services for sale need to be appropriate to the medieval ambience of the Fair.
 - No “Dangerous Articles or Prohibited Weapons” (as defined in the Summary Offences Regulations 2000, under the Summary Offences Act 1953 as amended), may be displayed or sold.
 - Regretfully, due to complaints about allergies, soy candles and any other fragrant candles will not be acceptable as goods for sale.
 - All toy swords are to be sold in sealed packages or you will be asked to withdraw them from sale.
 - As this is a family event, the sale of “erotic” items are not permitted.
4. All site holders are strictly required to wear clothing that is appropriate to a medieval marketplace. We can supply basic pictures and patterns for clothing that you can make yourself. Site holders are asked to dress their stall to the best of their ability in a manner appropriate to a medieval marketplace.
5. Official Opening Hours of the Fair are 10am to 5pm Saturday 5th & 10am to 4pm Sunday 6th May, 2018.
6. A Site consists of a 3m x 3m space, day entry passes for 2 traders, and 1 car parking permit for paddock (if required). We can **hire a tent on your behalf** to cover the Site, which includes a walled and roofed 3 x 3m tent opening onto the grassy Merchant’s Lane, an 8ft trestle, and 2 chairs. The cost of these tents and tables is listed on the Application form, and you are welcome to make your own arrangements. Site holders need to supply their own stands and fittings for display purposes. **The site holder shall not extend their display over the boundaries of the allocated site.**
7. Site holders must check with the Site Manager before digging any holes or driving any objects into the ground, to ensure that there are no **underground power cables or water pipes** which could be damaged or which could cause injury to the site holder or their staff. All damages caused by site holders or their staff will be repaired at the site holder’s expense. **Stall holders who are located on the Tennis Court must use water weights or similar to secure their tents.**

8. Site sharing is permitted (with prior consent), but sub-letting of space is not permitted. Please note that if the site is shared, the entry passes must also be shared or additional passes may be purchased with a maximum of 2 extra passes per site.
9. All site holders are expected to co-operate in keeping their area clean throughout the Fair. Any trader leaving rubbish on their site after the Fair may be asked for a cleaning deposit in future years or may jeopardise attendance at future Fairs.
10. Merchants selling clothing articles need to furnish their customers with an appropriate changing area if required. The toilets are not available for use as a changing area.
11. Hired Security Personnel will provide security during the Fair and overnight on Friday, Saturday and Sunday. Site holders will be able to access their site outside of the Official Opening Hours to set up their stalls, or to stock/restock. The Public will not have access during this time. Site holders and/or staff will be required to wear wristbands for identification purposes. The Fair gates will be locked at 10pm. Any access after this time will require making arrangements with the Security Personnel.
12. Site holders may set up from noon on Friday 4th May, and shall complete setting up by 9am Saturday 5th May. The site holder agrees that their stall will remain set up onsite until 4pm Sunday 6th May. All sites must be vacated by 10am on Monday 7th May or otherwise by negotiation with the Convenor, and left in a clean condition prior to departure. Any site holder packing up and/or leaving early will jeopardize future trade space opportunities at this and affiliated shows.
13. Site holders may bring their vehicles into the Bus and Disabled Car Parks through Gate 1 for drop off and collection of goods. Traders cannot to bring their vehicles onto the grass without permission, though it is generally granted on Friday during set-up. The Bus Car Park is next to Merchant Lane. The traders must leave their vehicles in the **Merchant's Car Park** in the paddock, (walking distance), during the Fair if car pass purchased. **Car passes** must have Name, Site Number and Mobile contact number shown clearly and be placed on the driver's-side dashboard of the car. If cars are found outside of the Merchant's Car Park during the open hours of the fair, the matter will be referred to the **Site manager** and **owners** will be required to move them to the appropriate area.
14. Money withdrawal facilities for the Public will be available at the Cash Out desk at the Information Booth within the Administration tent. Merchants can sign up for credit card facilities for the duration of the Fair through the same booth. Merchants need to check eftpos slip is attached to purchase Docket before handing over goods.
15. General trade sites are not allowed to sell or serve food without special permission from the Committee. Site holders who wish to sell food must apply to operate a catering site and pay the appropriate fee.
16. No public address systems are to be used, apart from the official ones. The consumption of alcohol during the Fair opening hours is restricted to the marked licensed area around the Tavern.
17. The Medieval Fair will not be liable for loss of or damage to the site holder's property whilst on the site. Insurance for site holder's goods is the responsibility of the site holder.
18. Site-holders must hold Public Liability Insurance indemnifying members of the public against injury or accident while on their site. Site holders who do not have such insurance must pay an extra fee for insurance to be arranged by the Fair Committee.
19. If the site holder, not less than two weeks prior to the Medieval Fair requests to cancel this contract the Fair Committee may do so on the condition that it retains 20% of the amount mentioned in the Trade Application agreement. No other refunds can be made.

20. The Gumeracha Medieval Fair does not charge GST. All prices quoted are exclusive of GST.
21. The Medieval Fair Committee reserves the right to reject any application or to cancel a contract and to retain any money paid in relation thereto if there is, in the opinion of the Fair Committee, an infringement of any of the Craft Merchant Conditions.
22. The site holder shall at all times comply with the directions given by the Fair Committee or their officers whilst on the Fair site. Site holders not complying with any of the above conditions or not obeying requests reasonably made, will be banned from future Fairs.
23. Site holders are invited to attend the Medieval Feast, to be held on site on the Saturday evening. Check the Medieval Fair website www.medievalsa.org for prices, and availability of tickets.

Enquiries & applications to:

Michel Gray, Event Co-ordinator

P.O. Box 36, GUMERACHA, S.A. 5233.

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