

## Kaiapoi Food Forest Event Registration

Strawberry Fair - 14th December 1pm to 4pm - at the Kaiapoi Food Forest on Cass and Meadow St Kaiapoi. The event is a family friendly event, with live big band, we want strawberry themed items to be sold - Return form to [brent@kai.net.nz](mailto:brent@kai.net.nz)

Contact name:

Business name:

Description of what you do/planning to sell:

Address:

Email:

Mobile:

Facebook page URL:

(please like the Food Forest page <https://www.facebook.com/KAIintoKAIAPOI/> so your business can be tagged in posts)

Pack In: 10.00am till 12.30pm - All vehicles enter the gate entrance on Cass Street and vehicles must be off site by 12.30pm, parking along Feldwick Drive please (see map).

Stalls will have a three-metre frontage. You may install a gazebo, please ensure it is well secured in case of wind. Please ensure guide ropes on your stand is not a trip hazard. The area is grass and in places uneven. There is water onsite.

Commercial mobile shops selling food must comply with the requirements set out in the Food Act 2014 and need to have current registration with Waimakariri District Council or any other council. All food vendors must have their own Health & Safety plan for within their stall and must ensure there are no hazards within or outside of their stall set up.

Electrical safety is the stall holders responsibility if the stall requires power. You must have a current electrical warrant of fitness and current test tags on all electrical leads.

It is the responsibility of the stallholder to provide their own Fire Extinguisher should their stall pose a risk of fire. It is the Stall Holders responsibility that the Fire Extinguisher is valid and not expired.

At the end of the event, no vehicles will be allowed onsite until all public have left the site or until the organisers give the all clear.

Stalls are to remain intact until closure at 4.00pm, if you need to leave prior to this for any reason please notify the events manager.

Each stall holder is responsible for their own waste and or packaging disposal.

There is no power at the park available to stallholders.

We will be encouraging visitors to come with own reusable cup, plates and cutlery etc.

The Food Forest is balloon free. At our events, we want to create the least amount of waste as possible. If you would like assistance with reducing your event waste please make contact with one of our Trustees Lesley Ottey - EcoEducate - 027 3331344

Completing this form you commit to adhering to our health and safety policy and any instructions provided by event organisers. The organisers reserve the right to limit the number of stall holders.

A first aid kit will be located at the Food Forest Gazebo. All stallholders must make either Brent Cairns or a Food Forest representative aware of any accident/injury immediately so appropriate action can be taken.

Lost children are to be taken to the Food Forest gazebo

ALL rubbish must be removed from your stall site at the end of the event.

This is a community project run by The Food Forest Trust

Any profits from this market will be returned back into other community projects. Whilst we don't charge stall holders a fee, if you have had a successful day we would appreciate a 5-10% of sales donation, thank you.

### **Event Cancellation Policy**

In the event of extreme weather conditions such as extreme rain, winds or storms, the event will be cancelled. The decision will be made by 10am on the day of the event. All stall holders will be informed by email, text or a phone call of the decision and a notice will be put on the Kaiapoi Food Forest Facebook page. The sign at the food forest will also have cancelled written on it to notify the public.

