



# EXHIBITOR INFORMATION

## Invitation

to be a part of the

2012



To be held at the

Bendigo Pottery  
146 Midland Highway  
Epsom

Sunday, 18 March, 2012

## BENDIGO OLIVE FIESTA 2012

The Rotary Clubs of Bendigo South & Bendigo Strathdale invite you to be part of the 2012 Bendigo Olive Fiesta to be held on Sunday the 18 March, 2012.

The Fiesta celebrates the role of the Bendigo Goldfields as the central focus of Victoria's emerging Olive Industry. Our warm, dry summers and cool winters mimic the famous Mediterranean climate and provide the basis for ideal growing conditions.



The event is staged in the grounds of the historic Bendigo Pottery that has been operating since 1858, with the Fiesta commencing at 10.00am and concluding at 4.00pm. The event has a focus on the enjoyment of the Mediterranean lifestyle.

2012 will see the fifth Bendigo Olive Fiesta with some fifty stall sites and a smorgasbord of Mediterranean musical entertainment and dancing, attracting approximately 2,000 people from Bendigo, Melbourne, the local region and interstate.

The fiesta will be part of the 2012 Melbourne Food and Wine Festival program which will be promoted extensively in Melbourne and interstate markets. The fiesta will also receive additional promotion from Bendigo Tourism as the event follows the Saturday Bendigo Golden Mile horse race meeting. Accommodation, race meeting, olive fiesta and Grace Kelly exhibition ticket packages are being promoted and sold.

The proposed Olive & Food Fiesta activities this year are:

- **Stalls & Entertainment including:**

- § Tasting of olive oil and other olive products at growers stalls
- § Wine tasting of local wines
- § Sales and tasting of Mediterranean foods
- § Food tasting
- § Singers, dancers and wandering musicians

- **Workshops covering topics such as:**

- § Varieties of olives – different olives for different purposes
- § How to pickle your own olives
- § Olive trees and the home gardener

## BENDIGO OLIVE FIESTA 2012

### EVENT DETAILS

- DATE:** Sunday, 18 March, 2012
- TIME:** 10.00am – 4.00pm
- VENUE:** Bendigo Pottery,  
146 Midland Highway,  
Epsom
- TARGET:** Gourmet Food & Wine Lovers in:
- The Local Community
  - Central Victoria
  - Melbourne
- EXPECTED VISITATION:** 2,000 people
- ENTRY FEE:** \$10 per person with children under 16 free
- EXHIBITOR FEE:** Depends on site options selected.  
(See Application Form for details)
- ADVERTISING:** General advertising for the event will be provided through Local, Central Victorian and Melbourne media and also in conjunction with the Bendigo Golden Mile Race Meeting, the Grace Kelly Exhibition at the Bendigo Art Gallery and the Melbourne Food & Wine Festival.



# BENDIGO OLIVE FIESTA - 2012

## EXHIBITORS APPLICATION FORM

### 1. APPLICANT DETAILS

<b>Name of Business:</b> <i>(To be displayed on sign)</i>	
<b>Type of Business:</b> <i>(Please describe products to be sold)</i>	
<b>Address:</b>	
<b>Contact Phone No.</b>	
<b>E-mail Address:</b>	
<b>Contact Person/s:</b>	

### 2. SITE OPTIONS & REQUIREMENTS

Options	Package	Rate	Please Indicate Option
<b>1</b>	Includes: 3m x 3m open air site & sign (1m x 0.3m).Exhibitors can bring their own site equipment. [A Chair and table are available for an additional \$20.00 ]  Please indicate food van dimensions: .....m (Fronting customers) x .....m	\$100.00	\$
<b>2</b>	Includes: 3m x 3m individual marquee with table (1.2m x 2.4m), chair and sign (1m x 0.3m).	\$250.00	\$

Item	Food & Wine Sites (Only) Administration Event Fee	
<b>3</b>	This Fee is collected by the Bendigo Olive Fiesta and paid to the City of Greater Bendigo Council	<b>NOT APPLICABLE</b>

Item	Provision of Powered Sites	Rate	
<b>4</b>	Power: (Please Indicate what power is required for and number of items):  <input type="checkbox"/> Cool Room; <input type="checkbox"/> Bar Refrigerator ; <input type="checkbox"/> Large Glass-front refrigerator; <input type="checkbox"/> Bain Marie ; <input type="checkbox"/> Pie Warmer; <input type="checkbox"/> Hot plate; <input type="checkbox"/> Microwave; <input type="checkbox"/> Other (list) .....	\$30.00	\$

<b>5</b>	<b>TOTAL COST OF SITE</b>		\$
----------	---------------------------	--	----

**NOTE:** Other site arrangements may be possible and special requests will be considered.

### 3. STALLHOLDER GUIDELINES

- Stalls will be rented to approved stallholders. Limited stall sites only are available.
- The location of the stalls will be at the discretion of the organizers.
- No refund will apply where there is a cancellation within the 30days prior to the 18<sup>th</sup> March 2012.
- Stallholders are to be set up by 9.30am on the Sunday of the event and have their stalls hosted at all times during the festival. Access to site will be from 7.30am on the Sunday or by prior arrangement.
- Pack-up will be from 4pm on the day of the event.
- Cars will not be permitted to park at the stall site and must be parked in the designated areas. Stallholder's vehicles entering the Event Site do so at their own risk.
- Any damage caused by stallholders to Bendigo Pottery property shall be paid by the stallholder.
- Each stallholder shall implement fire and safety measures for use in the event of an emergency. Stallholders are responsible for the development and implementation of all licenses and insurances including Workers Compensation and OH&S.
- Every stallholder without exception must submit a Copy of a current Certificate of Currency for Product and Public Liability insurance [Minimum cover \$5million]
- All vendors selling food must have notify or hold a temporary or mobile food premise registration with the City of Greater Bendigo or another Victorian Council and submit a statement of trade to City of Greater Bendigo. Food vendors must read and follow the "Temporary and mobile food vendors for commercial operators" or "Temporary and mobile food vendors for community groups" instruction sheets attached in section 6, to determine what they are required to do. Food vendors who do not comply with these instructions will not be permitted to trade.
- Winery stall holders are required to possess a Temporary Limited Liquor License.[Allow 8 weeks]
- Any power cords or electrical equipment brought on site must be in good condition, well insulated and tested and tagged by a qualified electrician.
- All stallholders, customers and staff must be treated with courtesy and respect.
- No animals are permitted on the site.
- The only alcohol permitted on site will be that provided by approved winery stallholders.

### 4. AGREEMENT AND ACKNOWLEDEMENT

- **Yes, I understand and agree to the guidelines above.**
- **Yes, I possess a current Food Act Registration for a temporary or mobile premises,**
- **Yes , I possess the appropriate Liquor License,**
- **Yes, I possess a Certificate of Currency,**
- **Yes, I agree our business/company name may be used in publicity**

**Signed:** \_\_\_\_\_ **Dated:** \_\_\_\_\_

## 5. PAYMENT & ATTACHMENT CHECKLIST

§ Payment by:

§ Electronic transfer to

<b>Direct credit</b>	<b>Bendigo Bank</b>
<b>BSB</b>	<b>633000</b>
<b>Account No</b>	<b>140951740</b>

[Please ensure you identify your Business Name on the transfer]

§ Or by Cheque made out to the "The Rotary Club of Bendigo South Inc"

§ Completed Exhibitor's Application Form

§ Copy of a Certificate of Currency for Product and Public Liability.

§ To be available for inspection & display on the day:

- i. Copy of Food Act Registration Certificate for a temporary or mobile premises,
- ii. Copy of Temporary Limited Liquor License (where applicable)

## 6. STATE FOOD ACT REQUIREMENTS – ALL VENDORS SELLING FOOD

For information on the state requirements for selling food to understand what you are required to submit to council and information on requirements for the day visit:

[http://www.bendigo.vic.gov.au/Residents\\_and\\_Services/Eventsfundraisers](http://www.bendigo.vic.gov.au/Residents_and_Services/Eventsfundraisers)

Please contact the City of Greater Bendigo, environmental health and local laws department on 5434 6333 if you require assistance understanding this information or help in completing the relevant applications.

## 7. LIQUOR LICENCING – TEMPORARY LIMITED LICENCE

For information on temporary liquor licenses go to:

<http://www.justice.vic.gov.au/wps/wcm/connect/justlib/DOJ+Internet/Home/Alcohol/Apply+for+a+Liquor+Licence/Temporary+Licence/JUSTICE++Alcohol+-+Temporary+Limited+Licence+-+Home>

Responsible Alcohol Victoria may be contacted on 1300 650 367.

## 8. SUBMISSION & CONTACT DETAILS

Please forward all documentation to reach:

The Stallholder Coordinator,  
Rotary Club of Bendigo South Inc,  
Bendigo Olive Fiesta  
P.O. Box 534,  
Bendigo,  
Victoria 3552

Or by email to: [bendigoolivefiesta@hotmail.com](mailto:bendigoolivefiesta@hotmail.com)

**by the 31st January 2012.**

Further information on the event can be obtained by contacting:  
**Peter Ryall - 0407 508 598 or Helene Brown - 0419 854 145**

*We look forward to seeing you at the Bendigo Olive Fiesta 2012.*