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| --- |
| Community Group/Business Details |
| Name of Community Group/Business |  |
| ABN |  |
| Website/Social Media Handles |  |
| Contact Person Name |  |
| Contact Person Email Address |  |
| Contact Person Mobile Number |  |

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| Food Truck/Vendor Information |
| What cultural cuisine will you be providing and what food items will you have available for purchase? |  |
| Requirements/Resources | Do you have access to your own power source?* Yes
* No

Size of site required: |
| What price range will you be selling your products at? |  |
| Will you be accepting EFTPOS sales? | * Yes
* No
 |
| Food Truck/Vendor Type | * Truck (self-powered/with generator)
* Food stall (self-powered/with generator)
* Other (please specify):
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| Requirements |
| Do you have current Public Liability Insurance?Please attach copy. | * Yes

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| **Insurer Name & Amount:** |
|  |
| **Policy Number & Expiry Date:** |
|  |

* No
 |
| Do you have a current Food Safety Licence/Certificate?Please attach copy if applicable. | * Yes
* No
 |

**Terms & Conditions for Food Trucks/Vendors**

To ensure proper management of Food Trucks/Vendors, please read and comply with the below terms and conditions.

1. **Event Information**

MFO - Gold Coast Multicultural Festival 2024

Gold Coast’s iconic multicultural festival brings our world to you!

* Cultural food stalls
* Activities
* Performers on show

Saturday 21st September, 11am – 3pm, Great Lawn, Broadwater Parklands, with limited parking

**Set up:**

Important to note: Stallholders must provide own set up, marquee, weights, tables and chairs

1. **Food Truck/Vendor Applications**

Food Trucks/Vendors must submit the following documents by event@mfo.org.au by 5pm Monday 26 August 2024

* Food Truck/Vendor Expression of Interest Form
* Copy of current Public Liability Insurance, including the insurer name, amount and policy number
* Copy of current Food Safety Licence/Certificate (if applicable)
1. **Public Liability Insurance/Food Safety**

All Food Trucks/Vendors *MUST* hold a current Public Liability Insurance with a minimum cover of $10 million.

All Food Trucks/Vendors *MUST* either hold a current Food Safety Licence/Certificate *OR* meet the requirements for unlicenced sales as stated by the Gold Coast City Council, available at: <https://www.goldcoast.qld.gov.au/Services/Report-pay-apply/Permits-licensing/Food-business-%E2%80%93-fixed-mobile-temporary-premises>.

1. **Stall Fees**

Multicultural Families Organisation Inc. will not be charging Food Trucks/Vendors a fee for this event. We only ask that your food options are reasonably priced.

1. **Food Truck/Vendor Locations**

A site will be allocated to you prior to the event and Multicultural Families Organisation Inc. staff will direct you to your allocated site during set-up.

1. **Signage**

All Food Trucks/Vendors must provide their own signage. This signage *MUST* comply with all applicable regulations as set out by the Food Act QLD 2006 and the Food Standards Code (e.g. food handling, display of food ingredients to avoid allergic reactions and to permit freedom of choice).

1. **Electricity Supply**

Food Trucks/Vendors *MUST* provide their own electrical equipment (e.g. generators) for the day to operate their business.

All Food Trucks/Vendors must provide their own power leads. It is mandatory that all electrical leads carry a current testing tag. This is a safety requirement of Multicultural Families Organisation Inc. and Gold Coast City Council. Testing and tagging of electrical leads is available through any registered electrician. If tags are not current, the Food Truck/Vendor will be required to cease operations.

1. **Gold Coast City Council Food Safety Requirements**

All Food Trucks/Vendors are required to comply with and adhere to conditions of the Food Act QLD 2006 and the Food Standards Code.

Food Act QLD 2006: <https://www.legislation.qld.gov.au/view/html/inforce/current/act-2006-003>

Food Standards Code: <https://www.foodstandards.gov.au/code/pages/default.aspx>

Gold Coast City Council Requirements:

* <https://www.goldcoast.qld.gov.au/Doing-business/Business-regulation/Food-safety>
* <https://www.goldcoast.qld.gov.au/Services/Report-pay-apply/Permits-licensing/Food-business-%E2%80%93-fixed-mobile-temporary-premises>
* <https://cogc.cloud.infor.com/ePathway/epthprod/Web/Licensing/LicenceNames.aspx?LicenceId=110836>
1. **Set-Up/Bump-In**

Bump-in for set-up is between 7am and 10am. You must be ready to operate by the festival start time at 11am.

Food Trucks/Vendors will be issued a site to set-up and an entrance where you are able to drive into this site. This entrance is located inside the Broadwater Parklands carpark, beside Shak Espresso and The Fish Shak.

1. **Site Size**

Please specify the size of the site you will require. Site sizes will be varied.

1. **Pack-Up/Bump-Out**

The event finish time is 3pm. Bump-out for pack-up will be from 3pm – 5pm.

1. **Waste Disposal/Site Damage**

Please ensure that your site is left clean and tidy. It is the responsibility of each Food Truck/Vendor to remove waste and all items brought with them from the site following the event.

Any Food Truck/Vendor that leaves waste and/or damages the site/equipment provided will be charged 100% of the cost associated to repair/replace what was damaged.

1. **Conduct**

All Food Truck/Vendor employees are required to conduct themselves appropriately for the duration of the event. Any employee deemed to be in breach of this requirement will be asked to leave the premises.

1. **Wet Weather Plan/Event Cancellation**

In the event of wet weather, the event may be either moved to an indoor location or be cancelled. In such events, Multicultural Families Organisation Inc. staff will advise all stallholders of the change in circumstances. Multicultural Families Organisation Inc. have the right to cancel any event conducted on their premises if the safety of patrons at the event is, in their opinion, considered to be at risk.

1. **Queries/Questions**

If you have any further queries or questions regarding this event, please do not hesitate to contact us.

Kevin Dando

*Community Development/Events Manager*

Multicultural Families Organisation Inc.

kevin@mfo.org.au

07) 5571 0381 / 0402 448 208

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| Declaration |
| I/we confirm that the details provided above are correct, and I/we agree to abide by the Terms and Conditions as set by Multicultural Families Organisation Inc. (Event Organisers). | **Authorised Person:** |
| **Signature:** |
| **Date:** |