



Vendor Application Information

SCFBDTA Community Cup
Caboolture Touch Fields,
Peterson Rd Morayfield

Please read this document and understand your requirements prior to completing the expression of interest form.

The 2020 SCFBDTA Community Cup is in its second year running and provides an avenue for senior touch football athletes to compete in a large Regional Junior Affiliate Competition. The event will be held at the Caboolture Touch Complex, Morayfield, QLD.

The Venue is located at 165 Peterson Rd Morayfield and will utilise the Rugby Union complex as well;

- Caboolture Touch Association
- Caboolture Snakes Rugby Union

The event will be held from Saturday 24 October 2020 – Sunday 25 October 2020 (for possibility of 2 days). However, bump in days are required to allow for adequate venue setup from Friday 24 of October and pack down completed by Sunday 25th October.

SFCBDDTA are looking to work with vendors who have an emphasis on healthy and fresh options for both participants and spectators. Vendors who demonstrate a strong commitment to sustainable and environmentally friendly practices and support local producers will be looked upon favourably.

Applications close on **Friday 2nd October 2020**. Late or incomplete applications may not be considered. You will receive notification of the outcome of your application by early October.

How to Apply

Applications must be submitted online [CLICK HERE](#)

Site Fee

There are two separate site fee options, based on power requirements. This site fee must be paid no later than one (1) week prior to the event.

- Power required- \$400 + gst.
 - No power required - \$250 + gst.
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Power

Power requirements must be outlined within the application, and only those vendors who select the powered site option will have access to power at the event.



All equipment must be tested and tagged, with all current inspection tags visible.

Vendors must provide all leads, power boards, and electrical equipment. SCFBDA will only supply access



to power

Trading Hours

24TH October 2020. Games will commence at 8am on both event days. Games will be expected to continue until 8pm on Saturday and approximately 3pm on Sunday if the draw allows.

SCFDBTA will provide further details regarding operating hours closer to the event.

Bump In/Out

All vendors are required to bump in during the following times:

- Friday 23rd October 2020, 3pm – 5pm

All vendors are required to bump out on Sunday afternoon, once the competition is complete.

- Sunday 25 October, from approximately 3pm

More details regarding bump in and out, and vendor parking, will be provided closer to the event. Please note, the use of tent pegs will be prohibited. Stalls must be secured with the appropriate weights.

Insurance

Vendors must provide Public Liability Insurance for the amount no less than \$10,000,000.

Waste Tariff

Please ensure you clean up your area and remove all waste each day prior to leaving. If your area is deemed to be unacceptable when you leave the event, you may be fined \$100 (per day).

Sustainable practices

SCFBDTA always strives to provide a more sustainable and environmentally friendly event. Please consider the following when planning for the event:

- **Packing Reduction** - please only use what is necessary and aim to reduce packing.
- **Reuse** - where appropriate, please provide opportunities/discounts/incentives for those who utilise reusable products, such as keep cups, straws etc.



Terms and Conditions

1. Products and or/services must be included on the application form to be able to be sold at the event.
2. If any products conflict with any SCFBDTA sponsor or partner arrangements, they will not be permitted to be sold at the event, unless approval has been given via the Event Manager, in writing, prior to the event.
3. All food vendors must comply with health regulations issued by the Moreton Bay Council prior to commencement of the event.
4. A current copy of food vendors' Hygiene License and Registration must be sent through to the Event Manager prior to the event and must be available at the Event Manager's request.
5. To comply with the Fire and Rescue Service Act 1990 and the Building Fire Safety Regulations 1991, all hot food vendors must have at least 20B(E) Dry Chemical Powder (or equivalent) fire extinguisher on site.
6. All vendors must provide proof of a Public Liability Insurance Policy for an amount no less than \$10,000,000 and will note the interests Moreton Bay Council and the Event.
7. Site Fees must be paid at least one (1) week prior to the event. If payment has not been received, SCFBDTA can ask vendors to leave the event site.
8. Stalls must be set up or packed up during the specified bump in and bump out times.
9. All temporary structures brought in by the food vendors or supplier are the responsibility of the food vendor/supplier and must be secured with appropriate weights. If the Event Manager deems the structures as unsafe, the food vendor/supplier will be required to dismantle the structure.
10. All electrical leads and devices must be tagged and tested prior to attending the event and display a current inspection tag as per Workplace Health and Safety legislation.
11. The SCFBDTA Community Cup precinct is a non smoking venue, and smoking will be strictly prohibited on the premises.
12. All power boards must have safety cutout switches. All leads to power boxed must be covered.
13. All instructions and requests made by the Event Manager, Traffic Controllers and SCFBDTA Staff to vendors during the event must be complied with.
14. As a food vendor attending the SCFBDTA Community Cup I understand that it is my responsibility to abide by QLD Government COVID safe restriction and will abide by the Approved Industry COVID Safe Plan – Food Services or and if I or my staff do not I will be asked to leave the venue by SCFBDTA and will not be issued with a refund on site fees.
15. As a non - Food Vendor attending the SCFBDTA Community Cup I understand that it is my responsibility to abide by QLD Government COVID safe restriction and will abide by any COVID Safe Requirements SCFBDTA enforce. If I or my staff do not I will be asked to leave the venue by SCFB DTA and will not be issued with a refund on site fees.
16. All staff are to comply with any COVID Safe requirements that SCFBDTA implement pre, during and post the SCFBDTA Community Cup including, check in, social distancing and cleaning protocols. This are expected to change and will be communicated during the lead up and



during the event.