

ST KILDA FESTIVAL 2013

Sunday 10th February



General Conditions

The following regulations apply to all traders participating in the 2013 St Kilda Festival.

- Trading without a 2013 Permit to Participate will hold the trader liable and will either incur an infringement notice or prosecution.
- All preparation and cooking of food must be done inside the premises as opposed to outside on the footpath or roadway.
- The activity authorised as advised by this permit can only be conducted in and must not exceed the area approved on the attached plan.
- All designated access roads, footpaths and access arms must not be used by the permit holder for any reason whatsoever and must be kept free from obstruction at all times.
- The permit and associated plan must be kept on site by the permit holder and must be produced on request to an authorised officer of the Council, St Kilda Festival Management and/or Police.
- The permit holder must provide a Certificate of Currency providing a minimum cover of \$10 million. The certificate must list the City of Port Phillip as an interested party in the policy for the period of the event.
- The permit holder acknowledges that the permit is for use between the hours of 10:00am and 9:30pm on Sunday the 10th of February 2013 only.
- Sites requested are not guaranteed.
- No business is allowed to sub-let or sub-contract under council's site allocation. For businesses wishing to operate in neighbouring premises, the said operator must have written consent from the neighbouring owner and the Festival must be supplied with a copy of this consent for a permit approval to be considered.
- The trader must not sell or promote any product outside their normal business activity.
- All product or branding signage erected within the site of the extended trading area and/or promotional activities undertaken must be approved by St Kilda Festival Management prior to the Festival. Any activities not approved prior to the Festival may face fines or further action.
- No alcohol branding signage or promotion shall be permitted within the site of the extended trading area. Branded fridges, umbrellas and hoardings may be permitted at the discretion of St Kilda Festival Management, in writing prior to the event.
- The permit holder must take all reasonable steps to ensure that any furniture used during the period of the Festival is strong and safe and complies with any standards specified for use.
- All equipment hired by the trader, including but not limited to marquees, tables and chairs, must be removed from the road carriageway section of the extended trading area by no later than 10:00pm, so as roads can be safely reopened to traffic. All equipment hired must be completely removed from the site by 11:00pm. Fines or confiscation may apply for non-compliance.
- Unless the permit holder has obtained a Major Event Licence (liquor licence) from Responsible Alcohol Victoria, alcohol must not be served or sold from the area identified in the attached plan.
- Where the permit holder has all necessary consents and licenses to serve alcohol in the area identified in the attached plan, the permit holder must comply with the conditions of the licence, including the provision of any signage required by the licence.
- The permit holder must not provide any beverages in glass containers in the area identified in the attached plan.
- All rubbish and waste produced in the area on the attached plan during the period of the Festival must be disposed of in the bins provided by the council and in the manner required by the Festival's waste management program. Trade waste is the responsibility of the trader and shall not be left for Festival waste management contractors to collect.
- Set up of any extended trading area may commence from 6.30am and must be completed by 9:30am in readiness for a Festival start at 10:00am.
- If the trader has engaged a party hire company to supply and set up hired items for their extended trading space they must ensure the party company hire has applied for the appropriate vehicle accreditation from the St Kilda Festival. Vehicles without Festival Accreditation will not be permitted on to the site for set up or pack down. These vehicles will only be able to remain onsite between 7:00am and 9:30am for Bump In and will be allowed back on site from approximately 10:30pm, or as soon as the Event Control Centre has supplied clearance to your Festival Site Manager, in liaison with Victoria Police.
- The permit holder must not commence trading before the specified commencement of the Festival and must not trade beyond the specified completion time of 9:30pm.
- Pack down is to commence at 9:30pm at the latest and all trader equipment, including hired equipment, is to be clear of the roadway within the extended trading area by 10.00pm sharp.

- Any Major Event Licence (liquor licence) granted by the Victorian Commission for Gambling and Liquor Regulation for an extended trading area permitted by St Kilda Festival Management shall only be granted for the period of 10:00am to 9:00pm.
- Only vehicles with prior approval from the St Kilda Festival may enter the site between 7:00am and 9:30am for the purposes of equipment delivery and again after 10:00pm for equipment collection. No vehicle access will be allowed between 9:30am and 10:00pm on Sunday the 10th of February 2013. Fines or penalties will apply.
- The permit holder must comply with all other statutory requirements and obligations that are applicable to the use or activity, irrespective of whether those requirements and obligations are required by this permit or not.
- Should a Major Event Licence (liquor licence) be granted by the Victorian Commission for Gambling and Liquor Regulation for the extended trading area, the licensee shall ensure that they offer a substantial meal within their licenced (red line) area and sufficient menu signage shall be visible.
- Where an extended trading permit has been issued, the area identified by the map must include one (1) table setting per every 3m² from festival commencement to completion. One table setting is defined as one (1) table and four (4) chairs. The trader shall provide tables and chairs at this ratio within their permit area to ensure that patrons are served responsibly. Patrons must be seated and encouraged to remain seated at all times whilst within the approved extended trading area.
- No amplified music is permitted outside the premises, in either existing kerbside trading areas, or in the approved extended trading area. No music, band, performers or amplification may be placed within the trader's premises and faced out toward the extended trading area. All normal noise regulation requirements or liquor licence requirements will still apply as per normal.
- No barbecues, hotplates, Bain Maries or other hot servery equipment may be used in extended trading areas.
- All extended trading areas must be defined with a barrier or fence (that the trader must supply) so as to clearly define the area and allow for best patron control practices.
- Appropriate public amenities must be allowed for any patrons in any extended trading area. This may include the use of amenities within the trader's premises.
- Any reasonable requests made or direction given by St Kilda Festival Management, St Kilda Festival appointed staff, or any emergency service organisation pertaining to the extended trading area must be followed and adhered to immediately.
- Council reserves the right to direct the permit holder to display signage regarding local laws, Council communications or conditions of extended trade as required.
- St Kilda Festival Management reserves the right to amend or add conditions as it deems necessary.
- Your permit is deemed effective only if payment is made prior to the commencement of the 2013 St Kilda Festival. If payment has not been received prior to the commencement of the Festival, the trader will be deemed as operating without a 2013 Permit to Participate and either incur an infringement notice or may be prosecuted.
- Your permitted extended trading area is as per the attached map and following size calculation;

$$\begin{aligned} & \text{?m} \times \text{?m} = \text{?m}^2 \\ & \text{?m}^2 \div 3 \text{ m}^2 = \text{? settings} \\ & \text{? settings} \times 4 = \text{? seated people permitted in extended trading area.} \end{aligned}$$

- The maximum number of patrons permitted within your extended area as per the above calculation is ?.
- You are required to supply ? settings for patrons as per the above calculation.
- **One setting = one (1) table and four (4) chairs.**
- **Official trading time: 10:00AM – 9:30PM.**
- **Expiry date of the permit, if issued, will be: 9:30pm, 10th February 2013.**