



## Nightjar Festival: Rules & Regulations

### Event Safety and Efficiency Rules

These rules are in place for the safety and efficiency of the event. All stallholders and their staff must be aware of them. For any direct questions, please contact:

- **Stallholders:** applications@nightjarfestival.com.au
- **Food Vendors:** food@nightjarfestival.com.au

### Event Overview

- **Dates:** January 3 and 10 (Fridays)
- **Location:** Torquay Common, Torquay
- **Weather Policy:** Events proceed in all-weather unless deemed unsafe. No refunds for absences due to personal reasons or weather conditions.
- **Payments:** All fees must be paid by November 2024. Fees are refundable on a sliding scale once paid (refer to contract); non-attendance on event day is non-refundable.

### Stallholder & Vendor Conditions

- **Power:** Not included unless booked. A single 10-amp lead (for low-wattage use) is provided. Personal generators are not allowed.
- **Site Allocation:** Placement is at Nightjar's discretion. No subletting or swapping stalls.
- **Traffic Control:** Vehicle access is only permitted at specified times. No vehicle movements during event hours (3:30 pm - 10:30 pm).

### Additional Terms for Food Vendors

- **Power Access:** Must be pre-paid. Submit your equipment list for correct power allocation. Vendors are responsible for managing their power use.
- **Sullage:** Is to be taken off site or dumped in the designated area.

### General Stallholder & Vendor Responsibilities

- Ensure all staff follow Nightjar regulations and complete the online induction before entering the site; failure to do so will result in denied entry.
- Keep your area clean and presentable.
- Follow all instructions from Nightjar staff during event days. Abusive behaviour will not be tolerated, and management reserves the right to ask anyone to pack up their stall if staff feel threatened.
- Comply with all health, safety, and environmental requirements.

## Essential Guidelines

- **Setup & Pack Down:** Detailed instructions will be provided. Early pack downs are not allowed.
- **Insurance & Licensing:** Provide public liability insurance and any required food handling permits before the event.
- **Waste Management:** Dispose of waste responsibly according to Nightjar's waste policies.
- **Promotions:** All signage and promotional materials must comply with Nightjar's branding and standards.

## Contract Obligations/Safety

- **PPE:** Must be worn by all stallholders during setup and pack down.
- **Social Media:** All stallholders must comply with promotional requirements listed in their contracts.
- **Risk & Safety:** Compliance with all safety instructions on site is mandatory, including fire safety and maintaining a secure environment for patrons.
- **Online Induction:** All stall holders MUST complete the online induction for both themselves and their stalls before entering the site. Familiarise yourself with the locations of emergency exits and assembly areas.
- **Electrical Equipment:** All electrical equipment must have valid test and tag certifications prior to the event.
- **Contracts:** Please read and understand your contracts and responsibilities.

## Additional Notes

- **Weather Impact:** Nightjar operates in all conditions unless unsafe. Prepare for weather-appropriate setups.
  - **Attendance:** Nightjar actively promotes the event; however, it is not responsible for attendance numbers or sales.
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