



Eats and Beats Food Vendor Application



**Saturday 6 April 2019
4:00pm - 9.30pm
(Postponement date: Saturday 13th April 2019)**

**This application form is for food vendors selling 'dinner options' such as:
Sushi, Pizza, Gourmet Burgers, Thai, Indian, Chinese, Mexican, Real Fruit Ice Cream etc**

Company/Organisation: Contact Name:

Address:

Day Phone: Cell:

Email:

What you are selling:

.....
(Please include accurate details of your menu here or in a separate attachment)

If we have another vendor offering this same type of food are you adaptable? Y N

Eats and Beats Food Vendor (please tick one)

- 3x3m Stall - \$150.00 + G.S.T
- 3x3m Food Truck - \$150.00 + G.S.T - Please provide measurements:

Rangiora Promotions Association Members – \$10.00 discount will be applied

Food License Registration Number
(Please attach with this application)

Gazebo Hire

- 3x3m Gazebo - \$30.00 *(Hired gazebos will be all set up and ready for you when you arrive)*

Power

Do you require power? Y N If yes provide detail:

Electrical Warrant of Fitness Expiry date

Are all your electrical leads labelled with a current test tag? Y N

Application Process:

1. If you are a food vendor please complete this application form with as much information as possible.
2. You must provide photos of your set up.
3. You must provide a list of your menu items – if your application is successful we will include your food options on our website.
4. Applications must be emailed or posted to Rangiora Promotions **by Friday 22nd of February 2019.**
5. Applications will be reviewed by the Eats & Beats Sub-Committee and a decision provided via email by Tuesday 26th of February 2019.
6. If your application is successful payment will be due by Friday 1st of March 2019.

- Please return your application to: PO Box 286 Rangiora 7440, or email to: rangiorapromotions@gmail.com by the application close date: **Friday 22nd of February 2019.**
- For Internet banking: BNZ Account: 02 0876 0045094 00.
- Payment must be made by Friday 1st of March 2019 if your application is successful.

Terms and Conditions:

- Please note all food vendors must be available for the postponement date also on Saturday 13th April 2019.
- If the event is postponed on the day (only in extremely bad weather which presents Health & Safety issues) you will be notified via email as soon as possible and notifications will be made on the event and Rangiora Promotions Facebook page.
- Food Vendors are not permitted to begin packing up or leaving the site until 9:30pm or upon notification from the Event Manager, regardless of selling out. **Anyone who does begin to pack up prior to this time will be banned from future events.**
- Applications from 'Hot Dog and Chip' Food Vendors will not be accepted at this event.
- Food Vendor set ups must be accepted by Rangiora Promotions – please provide a photo.
- Please note all stall holders MUST provide their own gazebo if not hiring one from above.
- Gazebo set ups must include weights to secure them in windy conditions. Stallholders will not be allowed to set up without sufficient weights (one weight per leg).
- All food vendors must comply with the New Zealand Food Safety requirements and have a valid food license.
- All food vendors must have a current electrical warrant of fitness and current test tags on all electrical leads.
- All food vendors must have their own Health and Safety plan for within their stall and must ensure there are no hazards within or outside of their stall set up.
- Rangiora Promotions Association accepts no liability for loss or damage of stallholder property and the stallholder agrees to obtain any necessary permits or licenses for their activity at their own expense.
- Further information regarding set up and a site plan will be provided prior to the event.
- The event will operate rain or shine and a 50% refund only will be issued if the event is officially cancelled by Rangiora Promotions for health and safety reasons.

I agree to and will abide by the above conditions:

Signed

Date

Rangiora Promotions Association
 Belinda Topp – Event Manager
 E: rangiorapromotions@gmail.com
 P: 021 191 0103

Food Vendor Helpful Tips

- Eats & Beats was held for the first time in 2017 and was a huge success.
- In 2017 the event went from 3pm – 8pm and a lot of our Food Vendors sold out completely by 6pm.
- In 2017 we had 11 Food Vendors each offering a different food genre, 2 Coffee Vendors, 3 Dessert Vendors and 3 Liquor Outlets.
- In 2018 we increased our food vendors to 14 and we still had several vendors selling out, therefore will add an additional 5 vendors again for 2019.
- In 2018 the peak dinner time was around 6pm so be prepared at this point for an influx and staff yourselves accordingly to cover this period.
- From our surveys, feedback and what was observed it was very popular to have dinner items available for \$10.00 or less.
- The public were looking to try a range of food options and liked having the option to purchase a small item so they could try multiple food genres.
- It was observed that those Vendors offering 'food samples' were very well received and we highly advise having this as an option.
- Cooking from fresh was very attractive.

What the Sub-Committee are looking for from Food Vendors

- A neat and tidy set up, e.g if you offer cans of fizzy – have them away from the counter as this detracts from your set up.
- Clean, clear and 'stylish' marketing and signage.
- Themed food is looked upon favourably.
- Vendors who dress up to match their theme are also favoured. (E.G Mexican Sombreros)
- Vendors who can keep their prices low and provide varied size options.
- Vendors who have options for children. (This event is very family orientated)
- Vendors who can provide food samples.
- Vendors who provide all the information requested.
- Vendors who abide by all the set up and pack down instructions.