



Exhibitor/trader application form

Your name:

Business/organisation/product name:

Mobile number:

Email address:

Type of stand (tick):

- charity/fundraising/incorporated not-for-profit organization
- demonstrating/educating/promoting business
- demonstrating/educating/promoting business
- retailing e.g. eco goods/handmade/upcycled
- food/drink trader
- other - consult with organisers.

NO CHARGE
NO RETAILING \$50
WITH RETAILING \$85
\$100
\$150

An electronic invoice will be issued upon approval of your application.

Stand category (tick):

- community groups/charities
- community living
- handcrafts
- health and wellbeing
- homemaking
- natural building
- sustainable energy
- sustainable farming
- food/drink trader.

Describe what you intend to offer on your stand (include your website address and/or examples):

Standard sites are 3m x 3m. Please describe additional site requirements, if any. Additional fees will be incurred for larger sites.

Is a copy of your insurance policy attached to this form? (circle) YES NO
(Insurance can be purchased for the day through www.mymarketinsurance.com.au.)

Do you agree to the Replenish Our Planet Living Festival (ROPLF) using your business details for promotional purposes? (circle) YES NO

Food/drink traders only. Is a copy of your Stretrader registration attached to this form? (circle) YES NO



Exhibitor/trader terms and conditions

- Exhibitor/trader sites must be set up by 9am.
- Standard sites are 3m x 3m. Please indicate any additional site requirements on the application form. Additional fees will be incurred for larger sites.
- Sites will be unpowered. If you require electricity, please indicate this on the application form.
- Stand holders selling consumable goods must apply for a permit to do so in accordance with the Moyne Shire Health Department's local laws. Ensure you are registered with <https://streatrader.health.vic.gov.au/public> site if you are selling food or drinks. Our event is registered with the Moyne Shire.
- **All exhibitors/traders must abide by the ROPLF zero waste policy, which dictates:**
 - ✓ all sold packaging must be reusable or compostable (no single use plastic of any kind)
 - ✓ all food waste must be compostable (this includes cutlery, plates and drink containers).**(A list of preferred suppliers can be provided upon request. Please note that a washing-up station will be available at ROPLF.)**
- All exhibitor/trader stands must be manned at all times (no leaving of brochures).
- If you cannot attend the festival please advise us so the site can be reassigned if necessary.
- Exhibitors/traders must provide all their own equipment (e.g. gazebo, table, chairs).
- Payment is required within 14 days of receipt of our invoice. Exhibitor/trader site fees include three free entry passes.
- Camp sites are available in Koroit and surrounding townships. Please book your accommodation through normal channels or contact the Port Fairy Visitor Information Centre for advice.
- **PUBLIC LIABILITY INSURANCE** is required for all exhibitors/traders. Please forward a copy of your current policy with your application form.

What happens from here?

1. Submit your completed application ASAP via email to:
 - food/drink traders: Annette Graham at festival@replenishourplanet.com.au
 - all other exhibitors: Kylie Treble at exhibitors@replenishourplanet.com.au
2. The relevant coordinator will contact you to cross-check your personal, insurance and product details.
3. Your site will not be considered secure until the required documentation and site payment are received. Bump-in details, a site map and site allocation information will be forwarded to you in the weeks prior to the festival.

Please contact us with any questions via email: exhibitors@replenishourplanet.com.au.

The ROPLF is an all-weather event, catering to patrons of all ages and abilities. The festival is drug, alcohol and dog free (service dogs are permitted). The festival is also zero-waste and will be powered by renewable energy where possible. The ROPLF committee has devised an emergency management plan, which includes on-site first aid officers and security patrols.

The ROPLF will also act as a demonstration event, aimed at encouraging other festival organisers to explore sustainable options with zero waste.

Visit our website at www.replenishourplanet.com.au for more information.

The ROPLF is organised, coordinated and manned by volunteers who are passionate about replenishing our planet.

Thank you for participating in the inaugural Replenish Our Planet Living Festival.