

# **Stallholders Information**

The members of the Ohakune Carrot Carnival committee thank you for your interest in the carnival which will be held on Saturday October 3<sup>rd</sup>. We will do our very best to ensure that the lead up and the day runs as smoothly as possible. If you have any questions or queries please contact us and we will help as much and as fast as we can but please remember we are all volunteers and have full time jobs and family. To ensure everyone enjoys the carnival experience please read this carefully.

Stall coordinator

Lara Dalkie

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## **Stalls are non transferable**

To qualify as a local you must be living in permanently in Ohakune, Raetihi, Waiouru, National Park, Owhango, Taihape, Tamranuie. The person booking the stall must be the person operating the stall during Carrot Carnival. To ensure the Ohakune Carrot Carnival has a balance of the product and the stall holders are known to us please contact the stall coordinator if you wish to hand your stall over to a third party. Approval will not be unreasonably denied provided we have prior knowledge.

## **Type of goods**

Please make sure you have given us an accurate description on the application form of all the products to be sold from your stall. We hope to have a reasonable balance of quality products, maintain and improve on the Carrot Carnival by providing a high standard of products and service at the stalls, thereby increasing the reputation of the Carrot Carnival to benefit everyone involved. Due to some trouble in previous years with the likes of silly string and party poppers, these are now banned products. If your stall is found to be selling these or any other product that causes a lasting mess in the streets you will be told to stop selling these goods, if you continue to sell them during or after the carnival you will be told to close down and your details will be given to the police and the Ruapehu District Council, they will enforce a \$1000 fine to help pay for the clean up.

## **Parking**

Parking is available in the streets surrounding the closed carnival area. Parking in the New World car park is for New World customers only and we ask you to please respect this. No vehicles will be allowed to park within the closed off carnival area. Please have your vehicles out **before** 9am.

## **Stall and street access**

Your stall set up must be such as to give customers access to your wares, your neighbours wares and also the shop entrance you might be in front of. You must keep well within your allocated space of 2 meters x 2 meters for a single stall space. **NO VEHICLE MOVEMENT IS ALLOWED IN THE ENTIRE SECTION OF GOLDFINCH STREET BETWEEN CLYDE AND AYR STREETS INCLUDING THE CAR PARK OUTSIDE THE BNZ AND OHAKUNE PHARMACY FROM 9AM UNTIL 4PM. THIS IS A STRICT SAFETY PRECAUTION AND WILL BE RIGIDLY ENFORCED. REGRETTABLY YOU WILL NOT BE INVITED BACK IF YOU FAIL TO OBSERVE THIS REQUIREMENT.**

### **Stall confirmation**

Please make sure you have your confirmation letter and receipt of payment with you. We cannot guarantee your site without it. This will be checked by the stall coordinator or site volunteers in the morning before 8am. Failure to produce your documentation will result in your being asked to leave. We will be strictly enforcing this requirement.

### **Diesel generators and power**

Due to the noise and fumes of diesel generators they are banned from our grounds. There is no power on the sites. If you need power please let us know and we will endeavour to arrange it for you but cannot promise it.

### **Rubbish**

At the end of the day, please tidy up your site area and remove any packing material or boxes etc. You will not be invited back should you not tidy your stall area.

### **Remember**

You must not sell any banned products or any products that will cause a lasting mess in the streets.

You must only set up and stay within the space allocated to you by the Carrot Carnival committee.

You must produce your stall confirmation letter and receipt if asked by the stall coordinator or volunteer.

**To arrange your own change.** Retailers will not have spare change to share with you. You may find it worthwhile to organize a mobile phone EFTPOS facility with your bank. There are two ATM's in the carnival area but these are likely to be very busy.

To follow good food safety practice, keep all food ingredients chilled and hygienically stored, all cooking utensils clean and safe.

Bring your own rubbish bags and take your rubbish with you at the end of the day.

All stalls with hot food must have a warranted fire extinguisher or fire blanket. The fire officer will be checking this. BCF extinguishers are not acceptable.

If you are selling any food product you must have a RDC food licence for the day and we require a copy of this.

**The committee and workers on the day are all volunteers. Should there be a problem (and we will be trying very hard to ensure there isn't) manners and patience will go a long way to solving it.**

Thank you

Lara Dalkie

Stall coordinator.