

NATIONAL FOLK FEST

2026 National Folk Festival

Stallholder Terms and Conditions

Revision Date: 30 July 2026

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1. Introduction

Below are the Full Terms and Conditions for all Stallholders at The National Folk Festival 2026. These terms and conditions are subject to change for clarity and accuracy, unless signed and included as part of a contract. The most up to date version will be found online. Please do not refer to downloaded copies of this document.

2. Communications & Contact Details

The applicant Stallholder must be the sole communicator with the Festival staff. Stallholders are required to maintain permanent and reliable communication with the National Folk Festival Stallholder Management Team. Delayed response to urgent matters may result in cancellation from the event.

Unless stated otherwise, all communication, including any requirements listed in the document, should be via email, to the Stallholder Management Team (stallholders@folkfestival.org.au).

3. Trading Dates

Event Start: Thursday 2 April 2026, 5pm

Event End: Monday 6 April 2026, 11.59pm (one bar open until 4am Tuesday 7 April)

4. Event Location

Exhibition Park in Canberra: Corner of Flemington Road and Northbourne Avenue, Mitchell, ACT, 2911

5. Trading Hours

It is a requirement for all Stallholders to trade during the hours shown in the table below, which are subject to amendment before the event.

As stalls add to the vibrancy of the Festival we encourage Stallholders to stay open longer than the hours in the table below, particularly those located around venues with late night programming.

Stalls located near the late-night venues are required to remain in place until after the festival has closed on 6 April 2026 due to patron activity.

We require at least one food venue to be open until 2am each night and will discuss with successful applicants to ensure this is the case.

See Trading hours table on next page.

Trading hours					
Category	Thursday	Friday	Saturday	Sunday	Monday
Food & Drinks	5pm – 9pm	10am – 10pm	10am – 10pm	10am – 10pm	10am – 10pm
Coffee	5pm – 9pm	8am – 8pm	8am – 8pm	8am – 8pm	8am – 8pm
Merchandise	5pm – 9pm	10am – 9pm	10am – 9pm	10am – 9pm	10am – 9pm
Australian Handcrafted	5pm – 9pm	10am – 9pm	10am – 9pm	10am – 9pm	10am – 9pm
Body Services	5pm – 9pm	10am – 9pm	10am – 9pm	10am – 9pm	10am – 9pm
Community Groups	5pm – 9pm	10am – 9pm	10am – 9pm	10am – 9pm	10am – 9pm

6. 2026 Stallholder Fee Schedule

6.1. Introduction

The Stallholder Fee Schedule comprises both mandatory and optional fees.

6.1.1. Mandatory

- Security Deposit of \$300 (no GST)
– refund will be dependent on certain conditions being met per the Terms and Conditions
- Site hire fees (price dependent on category and site size- see table below)
- Weights hire for all stalls using their own Marquee.

Optional

- Additional power
- Additional staff passes
- Reserved/Powered camping site
- Additional vehicle passes
- Marquee hire (with weights)
- Flooring for food stalls
- Table hire

6.2. Stall dimensions & fee structure

The Stallholder must identify their category from the table below. If you are unsure which category your stall is in, please request advice. If you select the incorrect category, you will be reassigned, and the appropriate fee will be charged. We will notify you if we reassign you.

The Stallholder's selected site size must be inclusive of all their equipment, hitches and door openings, and signage. If the Stallholder exceeds the dimensions indicated, they may be moved and will be charged the appropriate fee.

Please note: Cool rooms may not be located behind the Stallholders site but instead co-located in a central position behind fencing.

Site hire fees are dependent on Stallholders site dimensions and include:

- 1 x 15-amp power
- 1 x Stallholder Car Pass
- Staff season tickets for the Stallholder & their staff as specified in the table below

ALL SITE FEES LISTED IN THE TABLE BELOW ARE INCLUSIVE OF GST

Category	3m Frontage x 3m Depth	3m Frontage x 6m Depth	6m Frontage x 3m Depth	6m Frontage x 6m Depth	9m Frontage x 3m Depth
Hot Food(meals)	\$3,245	\$3,795	\$5,192	\$6,292	\$7,139
Season Staff passes	4	4	5	5	6
Coffee	\$3,025	\$3,355	\$4,532	\$5,192	\$6,050
Season Staff passes	3	3	5	5	6
Cold drinks, Snacks, and Sweet Treats	\$1,925	\$2,090	\$2,497	\$2,827	\$3,344
Season Staff passes	3	3	5	5	6
General Merchandise	\$1,045	\$1,210	\$1,364	\$1,694	\$1,936
Season Staff passes	2	2	2	2	3
Australian Hand Crafted & Body Services	\$869	\$1,034	\$1,133	\$1,463	
Season Staff passes	2	2	2	2	
Community Groups	\$385	\$440	\$462	\$572	
Season Staff passes	2	2	2	2	
Back of House (BOH)	\$220	\$440	\$440	\$660	

6.3. Additional staff passes

These may be purchased and must be ordered in advance.

Staff passes are issued to the primary stall applicant. Each pass permits access to the Entertainment Zone for the duration of the festival (including bump in, bump out, restocking and festival times)

Staff passes can be passed on to other staff members at shift changeover times.

A festival staff pass permits camping in the general camping areas or the designated Stallholders camping area. Note: Stallholder reserved sites, and powered sites must be reserved at an additional fee – for more information see item 8.6.5

ADDITIONAL STAFF PASS PRICES IN THE TABLE ARE INCLUSIVE OF GST

Season Staff Pass	Adult (18 years and over)	Youth (12—17 years)	Child (Under 12 years)
Festival Pass	\$300	\$129	Free
Day Pass	\$75	\$33	Free

7. Approval, Cancellation & Termination

7.1. Notification and contract

All contracts and notifications will be sent to successful applicants (Stallholders) in writing by email. Stallholders will have an opportunity to review and request amendments to their contract, but not all requests will be approved.

7.2. Approval

The Stallholder will only have a position secured on site once the National Folk Festival receives full payment of the security deposit and site invoices, and all supporting documentation has been submitted including a signed contract with the most up to date Terms & Conditions. Initial acceptance/approval is an offer. Final trading positions will be secured after all payments have been made, and all documentation is received.

7.3. Supporting documentation

Supporting documentation includes any uploads, information or documents requested from the Stallholder. The applicant must submit all documents electronically. Documents may also be signed electronically.

7.4. Payments

Stallholder invoices **will be forwarded via email**. Stallholders must make all payments by the due date, as stipulated in the invoice. The schedule below is offered as a guide only for first round offers. Please refer to the invoice for actual due dates.

Payment schedule	
Security Deposit \$300 (no GST)	Sunday 23 November 2025
Payment of initial site fee invoice	Friday 19 December 2025
Site fee and extras final payment	Friday 6 February 2026

Payment method: All payments are to be made via Electronic Funds Transfer.
Payment details will also be provided on the invoice.

7.5. Security Deposit

If payment is not received by the National Folk Festival by the due date, the application will be treated as 'withdrawn' and the site reallocated.

Return/withholding of security deposit:

Security deposit refunds will be processed within 60 days of the end of the event unless:

- Any Terms & Conditions of the agreement are breached.
- Any payments remain outstanding
- Stallholder bank account details have not been provided

Security deposits will be kept and not returned if:

- the Stallholder fails to attend the event
- the Stallholder leaves the event early
- the Stallholder damages or leaves the allocated Stallholder site in an unclean condition
- Stallholder is found to be using or selling plastic/glass packaging or containers

7.6. Additional penalties & deductions

Security deposits will only be partially refunded if any of the reasons below apply. Please note, the amount stated will be deducted from the security deposit for each breach:

Please see table on next page.

THERE IS NO GST PAYABLE ON PENALTIES

Additional penalties schedule	
Amount	Reason
\$100	Late submission of documentation (including ticket names)
\$100	Late payment of security deposit
\$100	Late changes to stall requirements
\$100	Failing to report and adjust contract to reflect stall changes
\$200	All stall materials, rubbish, or loaned equipment (i.e. Milk crates) are not removed from the event site.
\$200	Contamination of waste i.e., placing recycling in general waste bins
\$200	Cleaning food receptacles in public areas
\$200	Stall size did not comply with the applicants nominated size (including any overhang of doors, tow bars, displays or any item)
\$200	Stallholder fails to trade during specified trading hours

7.7. Changes to requirements & verbal agreements

All verbal agreements between a Stallholder and any National Folk Festival staff must be followed up in writing to the Stallholder Management Team and acknowledged by the team.

Final date for contract amendments & late submission of documentation without penalty:
Friday 27 February 2026.

7.8. Cancellations, withdrawals & termination

7.8.1. Withdrawal by the Stallholder

Withdrawal by a Stallholder of an approved application must be advised in writing by email.

If the Stallholder is required to withdraw during the event for an emergency, their stall must remain in place and cannot be removed until the festival ends, unless otherwise agreed. Goods may be removed from the site for security purposes.

The following charges will be applied if an application is withdrawn, by these dates:

Cancellations/withdrawal dates & penalties schedule	
Date	Payment forfeited/refunded
Before 5PM Friday 16 January 2026	Security deposit refunded, less a \$50 administration fee.
	50% site fee deposit payment refunded, if applicable
After 5 PM Friday 16 January 2026	All payments made will be forfeited.

****Please note that NO refunds will be paid due to poor trade, bad weather or site location.**

7.8.2. Termination by NFF

The National Folk Festival Management reserves the right to terminate the contract with the Stallholder and take possession of the stall area if the Stallholder is found to be in breach of any part of the agreement, or these Terms and Conditions. The National Folk Festival Management reserves the right to cancel or expel any Stallholder, stall staff member or contractor at any time. Under these circumstances, both the Stall Fee and Security Deposit will be forfeited.

7.8.3. National Emergency

If the National Folk Festival is cancelled on the advice of a State or Federal Government agency, all site fees will be fully refunded.

If the Stallholder is unable to travel to the event due to government-imposed restrictions, the Stallholder will be entitled to a full refund of all fees paid. Circumstantial evidence must be provided by the Stallholder, if requested by The National Folk Festival, before the refund will be approved.

7.8.4. Weather

The event will take place regardless of the weather. No refunds will be given.

7.8.5. Dispute Resolution

In the case of a dispute that cannot be settled between the parties by goodwill within 30 days;

- The parties must endeavor to settle any dispute in connection with the contract through mediation.
- Such mediation is to be conducted by a mediator who is independent of the parties and appointed by agreement of the parties or, failing agreement within 7 days of receiving any party's notice of dispute, by a person appointed by the NFF to independently facilitate resolution of the dispute.
- It is a condition precedent to the right of either party to commence arbitration or litigation other than for interlocutory relief, that it has first offered to submit the dispute to mediation.

8. On Site Logistics

8.1. Entry Gate times

To be confirmed prior to the event

8.2. Stallholders' information pack

Stallholders will receive an envelope on site containing all remaining information and passes they require to navigate the event.

Members of the Stall team will welcome you on site on arrival with your envelope and ensure that all paperwork has been submitted, and payments are up to date. They will be able to assist you with any queries you have on site.

8.3. Bump In

Stallholders must adhere to specified load-in times and rules. **Prior to the Festival stallholders are required to book a time with the Stall management team for their arrival for Bump In.**

All cool rooms must be delivered and positioned on-site by 12 pm Wednesday 1 April.

Please see schedule in the table on the next page.

Bump in times schedule		
Date	Time	Activity
<i>Prior to Monday 30 March</i>	By agreement with Stallholder Management Team	Arrive as agreed with Stallholder Management Team
Monday, 30 March 2026	9am-11am	Arrive as specified in the provided schedule or as agreed by Stallholder Management Team
Tuesday, 31 March 2026	9am-2 pm	Arrive as specified in the provided schedule or as agreed by Stallholder Management Team
Wednesday, 1 April 2026	9am-4pm	Arrive as specified in the provided schedule or as agreed by Stallholder Management Team
Thursday, 2 April 2026	9am-11am	Final preparation & safety checks Set up complete (final)
	11am	No vehicle access to Entertainment Zone after this time, all unauthorised vehicles must be removed from the event site by midday
	5pm	Ready to trade

8.4. Bump out

Stallholders must adhere to specified bump out times and rules.

Bump out times schedule		
Date	Time	Activity
Monday, 6 April 2026	Pre 11.59pm	Official event end and final concert – some venues will remain open until the early hours/after midnight NO vehicles are allowed to move within the Entertainment Zone before 12am (midnight) on Monday. Stallholders may pack up and trolley items to car parks from 9 pm to midnight. Late night traders must remain onsite and operating until 2am.
Tuesday 7 April 2026	From 12am	Limited vehicle movement in the Entertainment Zone. Vehicles must comply with traffic restrictions and instructions from Security.
Tuesday, 7 April 2026	8am-12pm	Site checks
Tuesday, 7 April 2026	12pm	Stallholders must vacate the general campground
Wednesday, 8 April 2026	5pm	Site completely packed up and cleared Please note hired Marquees must be cleared by Tuesday afternoon.

8.5. Site clearing

Stallholders must clear their sites completely at the conclusion of the event. This includes all waste, crates, gas cylinders, tanks, and advertising material. Failure to do so will result in forfeiture of security deposit and possible issue of fines.

8.6. Restocking/deliveries during the festival

8.6.1. Receiving

Stallholders must:

- Advise the Stallholder Management Team of deliveries requiring forklift assistance or made by large trucks (available during bump in only), at least 48 hours before required. No forklifts are allowed in the Entertainment Zone during the event.
- Advise delivery drivers of their site number and mobile number.
- Be on site to sign for and accept delivery of any stock shipment.
- Deliveries will not be permitted under any other circumstances.
- **Please note: Festival Staff and Volunteers can NOT accept deliveries for stallholders**

8.6.2. Delivery times & gates

Delivery times during the festival and gate times will be confirmed closer to the event, and Stallholders must work within these parameters. The following is a guide only.

All deliveries for Stallholders should go through Gate 2 on Flemington Road. This may be updated, and any changes will be communicated prior to the event.

<i>Delivery times</i>	
Date	Time
Friday, 3 April 2026	4am - 7am
Saturday, 4 April 2026	4am - 7am
Sunday, 5 April 2026	4am - 7am
Monday, 6 April 2026	4am - 7am

8.6.3. Parking and vehicle access

General vehicle rules

No driving on the grass.

A 10 km speed limit applies. Do not drive faster than walking pace.

No parking on site out of hours during set up and pack down.

No vehicle access during event hours.

8.6.4. Stallholder Car pass

One Stallholder Car pass is included with each site fee which allows Stallholders to park in the general campground or the designated Stallholder camping and parking areas. The Stallholder Car pass also allows access to the Entertainment Zone for bump in, deliveries during approved hours, and for bump out.

Only vehicles with an approved Vehicle pass are allowed entry to the Entertainment Zone. All unauthorised vehicles parked in the Entertainment Zone will be removed.

Additional Stallholder Car passes can be purchased via the Stallholder application for an additional \$20 each (inclusive of GST).

8.6.5. Camping

No camping is permitted anywhere outside designated camping zones.

8.6.5.1. Camping within stall

Stallholders may sleep within their allocated stall site free of charge but must notify the Stallholder Management Team before the event.

8.6.5.2. Camping within the General Camping Zone

This is covered by the Stallholder Staff Pass included with each Stallholder site fee. Sites are not allocated. Additional Stallholder staff passes may be purchased. Please see item 6.3 for prices.

8.6.5.3. Powered site in Stallholder camping area

Powered sites are limited in the Stallholder camping area and can be booked through the Stallholder application form. To book a reserved site in the Stallholder camping area, complete the option via the stallholder application form. Reserved spots in other camping areas can be purchased via the ticketing page on our website. Please note sites in public campgrounds sell fast.

Reserved sites in the Stallholder campground are 6m x 8m. If you require a larger site, please discuss it with the Stall manager during the contracting process.

<i>Stallholder zone reserved camping fee schedule (includes GST)</i>	
Campsite Type	Fee
Unpowered	\$80
Powered	\$100

9. Physical Site Requirements

9.1. Cool Rooms

Stallholders must specify size & power requirements of mobile cool rooms as requested in their application.

If hiring a cool room, Stallholders must arrange delivery before the event commences and notify the Stallholder Management Team to confirm details.

9.2. Stall Location

The National Folk Festival management retains the right to place Stallholders in any location within the event's Entertainment Zone.

The overall festival site plan is subject to change at any time and without notice, and as a result Stallholder site allocations are subject to change at any time and without notice. The Stallholder will not be entitled to any refunds or withdrawal from the contract due to a change of site location.

9.3. Site Boundaries

Stallholders must submit a site plan of their stall before being allocated a site.

- Food vans: stall measurements must include tow bars and externally opening doors, and scale diagrams should include serving hatches.
- For food marquees: serving area, prep and cool room must all be contained within the chosen stall size. ***Cool rooms may be co-located in a central location behind fencing.***

Boundaries of the Stallholder's stall site will be marked out on the event grounds.

Stallholders must operate within their allocated stall footprint, including all plant and equipment.

Failure to do so may result in forfeiture of all fees paid.

Signage for your stall may sit outside your footprint provided it is done safely and considerately.

9.4. Stall Structure

Each stall must have a roof and at least three sides made from plastic or vinyl-type sheeting. The sides must extend from the roof to the ground.

- Food Stallholders must supply a floor of impervious (solid) material such as sealed boards, groundsheets, rubber matting or similar. This covering will ensure that the surface is easy to clean at the end of the event.
- We recommend that all stalls cover the floor with any of the above materials.

9.5. Hiring a marquee through the National Folk Festival

Stallholders must indicate on their application form if they would like to hire a Marquee through the National Folk Festival.

See the table below for costs of hire through the National Folk Festival.

<i>Marquee hire</i>	
Marquee type	Fee includes GST
Marquee Hire - 3 x 3 - including weights & one light	\$490.00
Marquee Hire - 6 x 3 - including weights & lights	\$925.00
Marquee Hire - 6 x 6 - including weights & lights	\$1,850.00
Marquee Hire - 3 x 3 - including flooring, weights & one light	\$750.00
Marquee Hire - 6 x 3 - including flooring, weights & lights	\$1,450.00
Marquee Hire - 6 x 6 - including flooring, weights & lights	\$2,900.00

We recommend you bring additional lighting for hired Marquees.

9.6. Supplying own marquee

Stallholders may only supply their own commercial grade marquee if it meets the National Guidelines for temporary structures: AS/NZS 1170, 1170.1, 1170.2. (No tarpaulins, garden gazebos or pop-up structures are permitted).

Stallholders will be required to submit the following documents with their application

- An image of the marquee

and one or more of the following, as necessary

- Manufacturer's documentation specifying that the marquee is rated commercial/heavy duty
- Wind rating certificate
- Engineer certificate
- Manufacturers AS/NZ Safety Standard Document
-

If the marquee is not approved, the Stallholder will be required to source an alternative marquee that meets the standards.

If the Stallholder attempts to install an unapproved structure at the event, they will be required to pay for the hire of an approved structure for an on-site fee determined by The National Folk Festival provided there is one available, or they will be unable to trade and all fees will be forfeited.

9.7. Marquee Weight Hire

All marquees are required to be attached to approved weights. If a Stallholder is using their own Marquee they must hire weights through the Festival at a cost of \$15 per leg.

WEIGHT HIRE FEES IN THE TABLE BELOW ARE INCLUSIVE OF GST

<i>Marquee weight hire</i>	
Marquee type	Weights and fee
Marquee 3m x 3m	4 x weights at \$15, total \$60
Marquee 6m x 3m	6x weights at \$15, total \$90
Marquee 9m x 3m	8 x weights at \$15, total \$120

All Stallholders are required to bring ratchet straps to secure marquees safely to hired weights.

Successful applicants will need to adhere to on-site safety requirements.

9.8. Hiring a commercial marquee externally

The Stallholder must supply the following details to the Stallholder Management Team before the event for approval to use their own hired marquee.

- The name of their marquee supplier/ hire company
- Make and model being hired
- If weights are included with the externally hired marquee, we will require proof and specifications of the weights to ensure they meet the appropriate standard. We will also require delivery and pick up times.

9.9. Supplying own van or truck as a stall

Stallholders must provide specifications on their application form for approval.

9.10. Visual appearance/presentation

- The presentation of stalls on site must be equivalent to the images and description submitted with their application.
- If the Stallholder makes noticeable changes to the presentation of their stall, they must seek written approval to display these changes at The National Folk Festival.
- Stallholders must always maintain a neat and tidy presentation of stalls, both in the front and back-of-house.
- NFF reserves the right to ask stalls to remove displays and signs if they are offensive, hinder the visibility of other stalls or are potentially hazardous to pedestrians or traffic flow.

9.11. Accessibility

The National Folk Festival is working towards an inclusive and accessible event. We expect Stallholders to work towards this goal with us by considering the following:

Stall layout:

- Ensure that the stall is accessible to people living with a disability

Stall structure:

- Ensure that the structure of the stall is not prohibitive to people living with a disability.

Signage:

- Ensure that signage is legible and accessible to people living with a disability.

10. Other Infrastructure

10.1. Financial transactions EFT

All Stallholders must provide an option for contactless trade, in the form of EFT terminals. Stallholders who choose to use cash must be self-reliant as there will be no access to cash on site. The National Folk Festival is not responsible for the security of any cash on site.

10.2. Electricity

10.2.1. Supply

- Each site fee includes 1 x 15-amp outlet.
- Any additional 15-amp outlets must be ordered and paid for by the Stallholder prior to the event.
- Successful Stallholders must provide a list of all equipment and amp usage.
- Orders for additional power must be placed in advance, as EXTRA POWER CANNOT BE ORDERED ON SITE.

<i>Additional 15-amp power outlet fee schedule</i>	
Total Quantity. 15-amp power	Fee
1	Included in stall site fee
2 (1 additional)	\$75
3 (2 additional)	\$150
4 (3 additional)	\$300
5 (4 additional) or 3 phase power (limited number available)	\$500

10.2.2. Electrical Equipment

- Stallholders must provide their own lights (including additional lighting to Hired marquees), leads and power boards.
- Each 3mx3m segment of hired Barlens marquees will be provided with an overhead light powered via circuits separate from the stall allocation or equivalent lighting.
- All electrical equipment is to be tested and tagged - with validity date post the festival (after April 8, 2026).
- Each stall will be allocated one 15-amp socket in a specific NFF provided Distribution Board identified in the Stallholder pack.
- Additional 15-amp allocations can be purchased and will also be identified in the Stallholder pack.
- Stallholders will connect to the Distribution Board outlet via their own 25m heavy duty sheathed minimum capacity 15 amp cable - tested and tagged.
- Stallholders are to identify each of their cables, at the NFF Distribution Board end, with a stall identity tag found in the Stallholder pack, or provided by the Stalls team on arrival.
- The Stallholder must plug into the Distribution Board identified for the stall and no other.
- At the stall site, each 15-amp cable must be terminated in a commercial, Residual Current Detector fitted commercial power board or, where applicable, directly into cool rooms.
- Stallholders can plug domestic 10-amp power boards and leads into their commercial power board, however domestic power boards can only be used for lighting.

- Domestic power boards cannot be 'cascaded' - each domestic power board must be individually connected to the commercial power board.
- Double adaptors are forbidden.
- All equipment other than lighting and cool rooms must be powered through direct connection to the commercial power board.
- At any time, no more than a total of 3500 Watts of load is to be connected to any single 15Amp circuit/cable.
- Stallholders must read and comply with the following guidance notes published by WorkSafe ACT.

[Electrical Equipment - Inspect, Test and Tag](#)

10.2.3. Access to Power

- Stallholders must attach the provided name tags to their power leads, close to the male end. Stallholders must only plug power leads into their allocated and labelled outlets.
- Any leads found in non-approved outlets will be removed.
- Height restrictions must be observed where leads are flown over vehicle access areas or pedestrian thoroughfares.
- Leads must be adequately supported and not laid on the ground where required. Assistance will be provided to ensure compliance.

10.2.4. Misuse

The Stallholder will be billed and/or will forfeit security deposit for any damage caused by electrical misuse or over-consumption. This includes the use of any electrical outlets not ordered in advance.

10.3. Gas

- Stallholders must ensure the safe use of gas cylinders and gas appliances.
- Gas cylinders must be stored in the locations indicated on the approved stall layout.
- Fixed/permanent gas appliances and pipework must only be installed by a licensed person.
- Stallholders must complete a gas safety checklist prior to the event. A copy of the completed Gas Safety checklist must be kept onsite for the duration of the event and be produced on request by festival staff including the Stallholder Management Team and the Safety Officer or for random inspections by WorkSafe ACT.
- Stallholders must use, store, and handle dangerous substances as required under the Dangerous Substances Regulation. Stallholders must notify the Stallholder Management Team of the full quantity of gas cylinders they will have onsite at any one time and mark the storage location on their scaled stall map.

[Dangerous Substances \(General\) Regulation 2004](#)

10.4. Water

- Access to water is limited, and Stallholders must request access to water prior to the event. Stallholders must supply their own hoses and any specialised fittings. Stallholders must advise if they need a dedicated tap for fitting to hose etc., or if shared access to a tap (using buckets etc.) is required.

More information will be provided when sites are allocated.

10.5. Waste Management

Members of the Waste and Recycling Team will be available to assist Stallholders. Additional information will be provided to successful applicants.

10.5.1. Garbage Disposal

- Stallholders must separate waste (recycling, garbage, compost) and transport it to bins provided for Stallholder use only. Stallholders may be fined for contamination of waste. i.e., placing recycling in general waste.
- Stallholders must not use bins provided for general patrons.

10.5.2. Grey Water

- Sullage tanks will be provided.
- All greywater, including hot water, cold water and ice, must be emptied into the shared sullage tanks. Stallholders must bring large, covered containers for transporting greywater to greywater tanks.
- Greywater must not be emptied into drains or onto grounds. All spillages must be reported.

10.5.3. Oil

Waste oil must be stored in provided oil drums and will be removed by NFF at the end of the event. Oil must not be emptied into drains, onto ground or into greywater tanks.

11. Environmental Management

11.1. Noise

The Festival is subject to strict noise controls under the ACT's Outdoor Concert Venue Environment Protection Policy (EPP).

As this is a music festival with paid performers, stallholders must also comply with requests by management to reduce the noise from their stall if it impacts any programmed performances. Failure to comply will result in the stallholder being asked to leave and all stall fees will be retained by the festival including the security deposit.

11.2. Goods Sold

Only products described on the approved application may be sold at the stall.

11.3. Prohibited Items

- See Banned Packaging 11.4 (below) for details on prohibited packaging.
- Glass
- Single use plastics
- Portable butane 'lunchbox' cookers
- Live animals, counterfeit goods, or illegal items

11.4. Banned Packaging

- Stallholders found to be using or selling banned packaging will have them confiscated, and their full security deposit withheld. Glass containers are not permitted to be sold or distributed at the event.
- Under the Plastic Reduction Act 2021, a declaration has been made to ban the supply of single-use plastic items at The National Folk Festival, over and above items already banned across Canberra.
- The Plastic Reduction Act 2021 introduced by the ACT Government bans the following items for sale, supply, and distribution in the ACT, including:
 - o Plastic shopping bags at or below 35 micrometres have been banned in the ACT since 2011. This includes plastic bags that are marked as recyclable or reusable.

- Single-use plastic cutlery (including bioplastic cutlery).
- Single-use plastic stirrers (including bioplastic stirrers).
- Expanded polystyrene takeaway food and beverage containers.
- Single-use plastic straws (with exemptions for those who need them).
- Single-use plastic fruit and vegetable “barrier bags”.
- Cotton buds with plastic sticks.
- All oxo-degradable plastic products such as degradable plastic bags and degradable dog waste bags. These have additives that enable the plastic to break down into tiny fragments (microplastics) which do not completely decompose and are harmful to the environment.

Compliance and enforcement of the above legislation is undertaken by ACT Health and Access Canberra. Additionally, the NFF prefers Stallholders who avoid using the following:

- Plastic-lined single-use coffee cups and lids, single-use plastic dinnerware and boutique or heavyweight plastic bags.
- Heavyweight shopping bags.
- Stallholders must read and comply with the following:

- [More Information: Single-use plastics - City Services \(act.gov.au\)](#)
- [Plastic Reduction ACT 2021](#)

11.5. Cleaning Products

Only biodegradable, ecologically sound detergents, and cleaning fluids are permitted for use.

12. Workplace, Health & Safety

12.1. Inductions, Inspections, checklists, forms

12.1.1. Inductions

- Stallholders are required to participate in various inductions, as requested. These may include, but are not limited to, the following:
 - Online Safety Induction. (Stallholders who will be on site before the event must complete before entering the site).
 - Waste Disposal
 - The National Folk Festival requires all services provided to comply with the ACT Work Health Safety Act 2011.
 - Stallholders must complete and comply with the WHS Compliance Checklist, which includes obligations for the use of electrical and gas appliances, fire extinguishers, and hazardous substances contained in the following documents:

[Safety Checklists - WorkSafe ACT](#)

[Declared Event Food Business Registration Application](#)

12.1.2. Inspections

Stallholders should be prepared for inspections by any of the following parties, including random inspections. Those who are non-compliant may be issued with non-compliance orders, fines, and risk closure of their stall.

- Food Safety Inspections ACT Health
- National Folk Festival Safety Officer
- WorkSafe ACT

- EPIC Safety Officer
- Fire Brigade
- Qualified Electricians

12.1.3. Forms

Stallholders are required to fill out additional forms including but not limited to:

- Dangerous and Hazardous Goods Form
- Second round questions from management team

12.2. Inductions, Inspections, checklists, forms

Whilst on site, all Stallholders and their staff are required to comply with ACT WHS requirements.

The following Personal Protective Equipment is required:

- Sturdy closed toe footwear
- High-visibility vest must be worn at the following times:
 - o During set up
 - o During pack down

12.3. Code of Conduct

- Stallholders and staff must comply with The National Folk Festival's Ticket Terms and Conditions regarding behaviour. All staff and subcontractors must treat National Folk Festival volunteers with due courtesy.
- Stallholders or their staff using threatening behaviour, abusive language, under the influence of illegal drugs or under the influence of alcohol while working in a stall, may be removed from the event site, and prevented from trading at the event in the future.
- A Stallholder who is removed from the site will not be allowed access to pack up their stall until the end of the event and will forfeit their full stall fee.

While the ACT no longer has any public health restrictions in place, (e.g. COVID restrictions) The National Folk Festival requires Stallholders to provide the following:

- An option for contactless trade in the form of EFT terminals.

12.4. Liquor Licensing

The National Folk Festival is a liquor-licensed event.

BYO alcohol is not permitted within the Entertainment Zone, including within Stallholders' stalls.

The National Folk Festival holds exclusivity for sale of alcoholic beverages, so Stallholders are not permitted to sell alcoholic beverages.

12.5. Smoking and Vaping

Smoking and Vaping in the Entertainment Zone (*including in any stall footprint or Back of House*) are NOT permitted anywhere. Smoking and vaping are only permitted in areas designated by the Festival.

12.6. Alcohol and Drugs

Alcohol is only permitted if purchased from licensed event bars and consumed within the ACT Responsible Service of Alcohol guidelines.

No prohibited drugs are permitted.

12.7. First Aid

Each stall must have a comprehensive first aid kit on site, with its location clearly marked.

12.8. Fire safety & extinguishers compliance

All Stallholders must have fire extinguishers & fire blankets in accordance with the equipment used on site.

- All food stalls must have a tagged and tested fire extinguisher and fire blanket.
- Food stalls using deep fryers must have a tagged and tested Dry Chemical Powder extinguisher.
- All fire extinguishers and fire blankets must have a current inspection tag.
- Signs must be in place to indicate the location of fire extinguishers and fire blankets. Stall decorations must be flame retardant.

If Stallholders have electrical items or fire extinguishers and fire blankets that do not comply with the above regulations, penalties may be issued by

- WorkSafe ACT - Non-compliance orders issued, potential fines and closure of stall
- Venue Safety Officers – Warnings, removal of non-compliant items
- National Folk Festival Stallholder Management Team – Loss of security deposit, penalty charges and/or closure of stall

12.9. Dangerous Goods

Stallholders must complete a Register of Dangerous Goods form before the festival. This will be distributed upon acceptance of the application.

12.9.1. Storage & handling of dangerous goods

When requested, Stallholders must report all dangerous goods/hazardous chemicals (i.e., gas bottles) to the Stallholder Management Team. NFF is required to keep a manifest of these quantities, and report these to WorkSafe ACT by way of a Manifest Quantity Notification if they exceed a manifest quantity threshold.

[Work Health and Safety Regulation 2011](#)

12.9.2. Portable butane ‘lunchbox’ cookers

No butane cookers are allowed at The National Folk Festival. The ACCC believes that this type of cooker poses a safety hazard. Testing has found a fault with the cookers’ shut-off valves. This creates a risk that the units may overheat and could possibly explode. There have been reports of incidents, including some involving injuries, across Australia.

[Safety warning on portable butane 'lunchbox' cookers | Product Safety Australia](#)

12.10. Food safety regulations (Food Stallholders only)

General Food Stallholders must ensure they comply with requirements and be aware of all information within the following guides, by visiting and reading the information within.

[Food Safety Regulation | Health \(act.gov.au\)](#)

The National Folk Festival is classed as a Declared Event.

Stallholders who ARE currently registered with the Health Protection Service (ACT) must display their current food business registration certificate (or a copy) in their stall at all times during the event and supply a copy to the NFF.

- A food business is exempt from registration if the business:
 - o Handles or sells food in or from a food transport vehicle (i.e. Food van) that is registered in another state or territory
 - o Only sells pre-packed non-potentially hazardous food (e.g. Muesli bars)
- Food Stallholders who ARE NOT currently registered with the Health Protection Service (ACT) and are not exempt from registering, need to complete a Declared Event Food Business Registration at least 28 days prior to the event.

[Selling food at an event - ACT Government](#)

Temperature logs must be kept for all potentially hazardous food prepared prior to, and during, the event. Regular temperature checks during transport, storage and display of food must be done and recorded in the log.

[Food safety for food stalls at declared events - ACT Government](#)

Food stalls must have the following facilities, and must be indicated on the site plan:

- Separate sinks for food prep and hand washing.
- Refrigeration (some exceptions for low risk/non-perishable foods).
- A floor of impervious (solid) material such as sealed boards, groundsheets, rubber matting or similar. This covering will ensure that the surface is easy to clean at the end of the event.

13. Insurance & Security

Insurance

Stallholders are required to have the following insurance policies, valid for the duration spent on site. The National Folk Festival must be listed as an interested party. Copies of these policies must be submitted with your application.

<i>Insurance types & requirements</i>		
Insurance Policy	Stallholder Requirement	Description
Public Liability	Required for all Stallholders	Value of \$20 million
Product Liability	Required for Food Stallholders	Value of \$10 million
Property Damage	Recommended for all Stallholders	Value of \$10 million

13.1. Worker's Compensation

The parties agree that the Stallholder is not covered by the National Folk Festival's workers' compensation insurance and must maintain their own workers' compensation insurance.

13.2. National Folk Festival Limitation of Liability

The National Folk Festival shall not be under any responsibility or liability whatsoever for any loss, damage, theft, fire, water, storms, strikes, riots, or any other cause which may occur to a Stallholder, their employees or any of their property or wares during the event.

The National Folk Festival does not accept any liability whatsoever in respect of any loss or damage (including injury, death, loss of profits or reputation, economic loss and consequential loss or other damage) however caused (including The National Folk Festival's negligence) which may be suffered or incurred, or which may arise either directly or indirectly in respect of any occurrence at the event.

13.3. Stallholder Limitation of Liability

The Stallholder indemnifies the NFF against all claims, demands, charges or the negligent performance or failure to perform any term or condition of this Agreement except where any such claim arises from the breach of contract by or negligence on behalf of the NFF.

13.4. Security

The event has security on site for the safety of all attendees but is not responsible for the security of goods or money. The National Folk Festival management recommends Stallholders always secure their site and remove valuables and cash floats from their stall site overnight.

13.5. Fair Work

The National Folk Festival recommends that all Stallholders pay their staff award rates according to guidelines and recommendations provided by the Fair Work Ombudsman. See www.fairwork.gov.au for more information.

14. Marketing & Advertising

14.1. Consent to use of images & branding in marketing

The Stallholder agrees that the National Folk Festival may use the following, in marketing activities that include, but are not limited to, public sharing via social media, and print publications:

- Images of the stallholders' stall, products, and branding including signage and logos, as well as details and social media profiles.

14.2. Advertising

Stallholders will be listed under a general listing in the festival program provided they have paid all fees by the deadline. Stallholders may also be listed on our website and promoted via social media. Graphic advertising in the festival program will be available for purchase – details to be provided.