



OUT IN THE SQUARE

Wellington's 25th Gay and Lesbian Fair
In partnership with Wellington City Council

Saturday 23 January 2010

10am – 5pm

(Rain date Sunday 24 January 2010)

STALLHOLDER APPLICATION

Please complete all questions. The more information we have about you and your stall, the smoother Out in the Square will be!

Contact Details

Name of stall: _____

Contact person: _____

Email address: _____

Phone – day: _____

Phone – evening: _____

Phone – mobile: _____

Postal address: _____

Stall Type (please tick the appropriate boxes)

- Retail/commercial
- Food
- Alcohol
- Information
- Other (please specify) _____

Please briefly summarise the nature of your stall (what you will sell, promote, or provide).

What is your relationship to the LGBTI community?

Food and/or alcohol stallholders only

Have you applied for, or do you have a Health Certificate to sell food or alcohol? Yes / No (delete one)

If you have a Health Certificate, please record the number here: _____

Stall set-up

All stalls are allocated a trestle table measuring 2.1m x 855mm. A share of a gazebo may be available – these are limited and will be allocated on a first in basis once the stall fee payment has been received in full. Please let us know if you need more space, or if you have your own structure (such as a cart or kiosk) to install.

What equipment will you bring?

Do you need electricity to run your stall?Yes / No (delete one)

Comments

Future events

Out Wellington Inc. is already planning 2011’s Out in the Square! We are collecting the contact details of this year’s stallholders, sponsors, volunteers, and other groups or individuals involved. Can we retain your contact details for next year’s Out in the Square? (Your answer has no effect on this application).Yes / No (delete one)

Stallholder Agreement

It is important that we formally acknowledge the different roles and responsibilities that Stallholders and Out Wellington Inc. have. Please read and sign our Stallholder Agreement.

Thank you for completing the Stallholder Application Form!

Please forward your application form to:

Carl Greenwood
Awhina Centre
Level 1, 187 Willis Street
Wellington 6011

Carl.Greenwood@nzaf.org.nz

When Carl receives your completed Stallholder Application form and signed Stallholder Agreement, he will then invoice you for the appropriate non-refundable stall fee.

Stall sites and positions will only be allocated once the non-refundable fee has been paid in full.

Out Wellington Inc. is looking forward to working with you and would like to thank you for supporting Out in the Square!