

TRASH OR TREASURE

BAY OF PLENTY SWAP MEET

8am Saturday 14th November 2009

Wairoeka Domain, Cnr Otara & Gault Rd, Opotiki

1.	Applicant Name:		Address:	
	Organisation:			
	Phone:		Fax:	
	Mobile:		Email:	

2.

Type of Site:	Number of Sites	Type of Site	Number of Sites
Produce		Craft	
Antique		Kids/Baby	
Mechanical		Plants/Garden	
Furniture		Clothes	
Jewellery		Books	
Appliances		Cars, Boats, and trailers	
Bric a Brac (White Elephant)		Food (Circle) \$30 per site (volunteers) \$50 per site (commercial) Type of food	

3. Do you need access to electricity? (Food Providers Only) Yes No
As there are limited power sites, please request **only if absolutely necessary**

4. **Site Costs**

All sites will be 6m (frontage) x 6m (side)

# of Sites required Standard	_____ @ \$20 per site	Total \$
# of Sites required Commercial	_____ @ \$50 per site	Total \$
# of Food Sites Volunteer	_____ @ \$30 per site	Total \$
# of Food Sites Commercial	_____ @ \$50 per site	Total \$
	Total Enclosed	\$

NOTE:

Please return your completed form and Payment by **30th October 2009** to **Opotiki I-Site Centre Cnr St John & Elliot Sts, Opotiki or PO Box 44 Opotiki**. Please make cheque's payable to **Woodlands School PTA**. A plan identifying your site will be located on the Pavilion building at Wairoeka Domain on Friday 13th November 2009 by 12 noon.

ENSURE YOU READ THE TERMS AND CONDITIONS BELOWS

1. **Vehicles:** No vehicles are to be driven within the event area during 7.30am and 4pm on event day. **All vehicles must be removed from the site area by 7.30am Sat 14th November.**
2. **Sites:** Sites can be set up on the Friday night before the event. This is at the risk of the site applicant and no security will be provided by the event organisers. Applicants can purchase as many sites as they wish. If consecutive sites are booked sites will be allocated side by side.
No refund of site fees will be given unless notified of non attendance two weeks prior to the event
Sites can not be packed up before 4pm on day of event.
3. **Site Fees:** Site fees allow 2 people to enter the grounds free of charge all other people must pay to enter grounds. \$2 per person under 5 free
4. **Pets:** Strictly No pets allowed at the event with the exception of guide dogs.
5. **Liability:** No liability is accepted by the event organisers for any damages to property and/or personnel while on event grounds.
6. **Clean Up:** All sites must be cleared of all goods and rubbish at the end of the day. Your site is your responsibility. If your site is not clean you will be charged a \$50 clean up fee.
7. **Security:** No security of sites will be provided by event organisers
8. **Sales:** No commission or % of sales is payable to the event organisers. All funds raised through sites purchased is the profit of the site applicant/holder. Prepaid Site fees are the only cost to the site applicant/holder.
9. **Food:** Food cannot be sold at any site unless approved by event organisers.
10. **Rain:** Due to the Advertising and Marketing required for such an event the event will be held rain or shine. It is the applicant's responsibility to provide cover to protect their goods from the weather. There will be no refund of fees due to rain.
11. **Postponement:** The only reason for postponement will be if the organisers fear for peoples safety due to the weather.
12. **Proceeds:** Proceeds from the event will go to Woodlands School Opotiki
13. **Entry Fees:** \$2 per person. Under 5 free.
14. **Questions?** Contact Events Officer Susan Woods 07 315 3030 or susanw@odc.govt.nz

Please sign if you accept and agree to abide by the above terms and conditions

Name: _____ Signed: _____ Date: _____

www.opotikin.govt.nz



Keep a copy for your own reference

Office use only:

Received: ____/____/2009

Number of Sites Allocated: _____

Site Numbers Allocated: _____

Paid \$ _____ **inc** _____ **Receipt #** _____