

EVENT SITE RULES

65K 4 65 Roses Walkathon 2023 Leichhardt Oval #3, Lilyfield

EVENT SITE MAP

- The Event Site is arranged taking into account a wide range of considerations. The placement is entirely at the discretion of CFCC.

BUMP-IN & BUMP-OUT

- Vehicles are only permitted onsite during bump-in & bump-out times. Late arrivals may not be able to access the site by vehicle. All vehicles must be removed from site after allocated bump-in time.

VEHICLE ACCESS

- Vehicle access to site is not permitted without Traffic Controller (TC) approval
- Moving vehicle must be accompanied by a TC wearing hi-vis
- Late arrivals outside of the agreed bump-in time may be re-located from their allocated site
- No vehicles are permitted on site during the event i.e., Saturday 29th April 2023

ALL STRUCTURES

- **ALL STRUCTURES** i.e., marquees, etc. must be weighted & '**NOT PEGGED**' into the ground - Required weights will be provided at bump-in
- **ALL ITEMS brought on-site** will remain following your bump-in. Overnight security will be allocated to the Event Site

WHS REQUIREMENTS

- **ALL 'STAKEHOLDERS'** MUST comply with relevant Workplace Health & Safety standards & take advice from the Event Manager as directed.

CLEANING

- Waste disposal is the responsibility of the trader, vendor or group:
 - Bring a rubbish bin with a lid to the event
 - Keep site & surrounding area clean & tidy at all times
 - Dispose of rubbish in the correct general & recycling bins provided
 - Dispose of water & oil responsibly. These must not be poured down drains or onto garden beds

WASTE MANAGEMENT

- No 'plastic bag' policy
- All waste must be removed from site
- Use minimal & recycled/biodegradable packaging

WATER

- Cold water taps are located on-site.

GLASS

- CFCC events are glass free events. Please serve/bring food & beverages in alternate containers.

ICE & REFRIGERATION

- **ALL 'VENDORS'** must make their own arrangements for ice/refrigeration/cool room storage.

PHOTOGRAPHY

- Traders, Vendors and Groups may be filmed or photographed during CFCC events & consent to photographs or footage being used for promotional purposes by CFCC.

WEATHER

- Events are susceptible to inclement weather. CFCC & stakeholders respectively incur the costs of production whether rain, hail or shine.

CAMPING

- No camping is permitted anywhere at this event.

SIGNAGE

- No signage or other structures are to be attached to trees or Council signs.

SAFETY & EMERGENCY ACCESS & REPORTING

- Keep dangerous items away from public areas & access routes. Keep walkways clear and free from clutter
- All accidents & emergency situations must be reported to the Site Manager. The degree of urgency with which this takes place should be comparable to magnitude of the incident. In the event of an incident or emergency, there will be a First Aid Team on site.

FOOD VENDORS ONLY

PUBLIC LIABILITY INSURANCE

- **ALL 'VENDORS' MUST** provide Public Liability Insurance Cover Certificate of Currency with a minimum of \$20 million dollars & have Inner West Council listed as an interested party – must be uploaded with your online Site Requirements Form

LEGAL REQUIREMENTS

- **ALL 'VENDORS' MUST** hold requisite permits, registrations & licenses; meet Commonwealth, State & Local Government regulations & acts relating to health, food safety, fire; comply with current Occupational Health & Safety requirements. In extreme cases, non-compliant Vendors may be asked to leave the Event Site.

FOOD VENDORS

- **ALL 'FOOD VENDORS' MUST** complete an Inner West Council Temporary Food Stall Form – a copy of receipt of payment must be uploaded with your online Site Requirements Form
- Preparation & sale or provision of food shall comply with the Health & Hygiene Provisions of the Food Act 2003, Food (General) Regulations 1992.
- Must provide Public Liability Insurance Cover Certificate of Currency with a minimum of \$20 million dollars & have Inner West Council listed as an interested party – must be uploaded with your online Site Requirements Form
- Your menu showing all items planned to be sold on the day. This can be a simple Word Document. In fairness to all food vendors, the Event Manager reserves the right to request products be removed from sale if they are not in line with what has been agreed
- Drop sheets, port-a-floor or a similar non-permeable, non-slip matting must be placed under all cooking & serving areas.
- Must have appropriate separate handheld **fire extinguishers** & fire blankets as necessary & available at all times
- Food Vendors are expected to remain open & present for the agreed period of time

Please select this box to indicate you have carefully reviewed & understood the above Event Site Rules for the 2023 65K 4 65 Roses Walkathon.