

GOURMAY MARY VALLEY Food Festival 2023

GourMay Mary Valley is an event auspiced by Mary Valley Chamber of Commerce to showcase local farmers, producers, and chefs/ caterers.

The Mary Valley extends from Crystal Waters to Jones Hill. Areas considered part of the Mary Valley: *Traveston, Kybong, Langshaw, Calico Creek, Gilledora, Dagun, Amamoor, Kandanga, Carters Ridge, Imbil, Belli Park, Kenilworth, Conondale, Crystal Waters.*

The event consists of two components

1. Satellite events

These events will take place at participating venues across the Mary Valley during the month of May 2023. Satellite events must include a food element and can include:

- Farm Tours
- Degustation dinners
- Workshops
- Food themed creative events (photography/ art workshops)
- Cooking demonstrations
- Mystery Picnics
- Markets
- Guided walks - eg. Walking with Macadamias
- Afternoon teas

2. Festival Day

This will take place in Imbil on Saturday 6th May 2023. Festival Day will include food and produce stalls, and food related activities spread across two sites. These sites are Imbil Town Square and Imbil Heritage Park.

Participation Criteria

To participate in GourMay Mary Valley 2023 the following applies

1. Satellite events

- The event **MUST** be held in the Mary Valley as defined by the Mary Valley Chamber of Commerce.
- Satellite events where food is served, a signature dish showcasing Mary Valley produce **MUST** be included on a menu. It is encouraged to use Mary Valley produce on other menu items.
- The event operator does **not** have to be located in the Mary Valley - eg. A tour operator running an event to/ in the Mary Valley.

2. Festival Day

Stallholders must have a presence in the Mary Valley and have a food related element. This includes

- Food businesses operating in the valley – cafes, caterers, bakeries, manufacturers, shops
- Food farmed in the valley
- Produce made in the valley (jams, chutneys, cheese etc) where produce is sourced from other regions.
- Items for sale that are food, farming related – eg. aprons, tea towels, kitchen implements
- Applications to be part of GourMay Mary Valley 2023 can be sent to mvcoc.secretary@gmail.com

Participant Fees

1. Satellite events

Chamber of Commerce Member \$50

Non-member \$70

If hosting more than one event a 50% discount applies to the additional events

2. Festival Day

Stall holder

Chamber of Commerce member \$50

Non member \$70

Food Vendor

Chamber of Commerce member \$50

Non member \$70

10% commission on sales

Confirmation of your participation in Festival Day or Satellite events will be given once payment has been paid in full.

Refunds are NOT available if

- your event does not proceed as scheduled
- At least 4 weeks written notice you will not be attending

Marketing

1. Mary Valley Chamber of Commerce will include your event/ stall in marketing materials including printed programmes.
2. Mary Valley Chamber of Commerce will promote all individual events through social media, in the period leading up to GourMay Mary Valley.

Stall Site

1. The allocation of a market site is at the discretion of the Mary Valley Chamber of Commerce market co-coordinator
2. Stall sites are 3m x 3m. Larger sites available upon request
3. No pegs or stakes are to be used under any circumstances
4. Stalls are not to restrict public access to public facilities
5. The stallholder must provide their own equipment including tent/umbrella, protective floor matting and matting under legs of marquees, tables, chairs, weights (sandbags) and wet weather protection
6. All displays must be presented in a tidy and professional manner
7. The stallholder must ensure their site is always attended, presentable, professional, and safe and that they are courteous to management, other stallholders and visitors
8. The stallholder must leave their site in a clean state and is responsible for the removal of all waste. No liquid is to be discharged at the site eg. ice and water from eskies
9. All stall advertising to be restricted to the stall space and related to your products and name
10. Stallholders agree to help promote the event via stallholder social media channels.

General

1. No political or religious signage, fliers, etc. are permitted at this market – Mary Valley Chamber of Commerce reserves the right to remove inappropriate signage
2. While all care is taken, the Event organizer and the Facility owners accept no responsibility for loss or damage of product and/or equipment. It is up to the exhibitor to secure their own products
3. Stall holders are required to provide a copy of their product and public liability insurance - Gympie Regional Council and Mary Valley Chamber of Commerce to be endorsed as interested parties – **no insurance, no stall**
4. Food vendors are required to supply copies of their food licence
5. *Whilst a food licence is not required by a non-profit organisation*

*** holding less than 12 stalls/markets/year, the non-profit organisation has an obligation to ensure that all persons undertaking food handling operations have appropriate skills and knowledge required to produce safe and suitable food. This means that the food handler has the ability to perform those tasks that are necessary to ensure the safety of the food being handled. The non-profit organisation is exempt from this requirement if the food sold is not potentially hazardous (e.g. biscuits, cakes without cream, jams) or the food is consumed immediately after thorough cooking (e.g. sausage on bread).*

6. There are limited power outlets available, which are only available to stallholders through prior negotiation with the market coordinator. Allocation of power outlets is at the discretion of the market coordination.
7. All electrical equipment must be inspected, tested, and tagged before introduced for use
8. Piggy-back plugs and double adaptors are prohibited. Only power boards provided with an overload cut-out switch are to be used. Any cords on the ground must be covered to comply with safety standards
9. All products offered for sale at the event must comply with all local, state and federal laws and regulations
10. Sites must be set up and ready to trade at least 30 minutes prior to the advertised opening time of the event and must trade until the advertised closing time of the event.
11. All applications are subject to approval. Approval is at the discretion of Mary Valley Chamber of Commerce.
12. MVCCI reserves the right to have a stall holder removed if the terms and conditions for a stall are not complied with.
13. Stall holders and Satellite events must complete a post event questionnaire to enable us to gauge the success of the event

Non-profit organization:**

A non-profit organisation distributes all the money raised to a charitable, cultural, educational, political, social welfare, sporting or recreational purpose and does not provide a benefit for any individual member or person.

A person may work for a non-profit organisation and recover any personal costs or costs of fundraising. No individual person undertaking the activity should receive any personal benefit, gain, or profit.

Any organisation that wishes to publicly raise funds for a charitable or a community purpose in Queensland is also governed by the *Collections Act 1966*.

GOURMAY MARY VALLEY Food Festival 2023

GourMay Mary Valley Participant Application

Business/ Organisation Name _____

ABN _____

Brief description of event/s stall

First Name _____ Last Name _____

Business Address _____

Phone _____

Email _____

Website _____

Public Liability Insurer _____

Policy Number _____ Expiry Date _____

A copy of Insurance policy must be provided with your application to Mary Valley Chamber of Commerce.

Business/ Organisation profile for promotional purposes – photos welcome

By submitting this form, you agree to the GourMay 2023/ Mary Valley Food Festival 2023 Terms and Conditions.

I confirm that the above information is true and correct and agree with the GourMay Mary Valley Food Festival 2023 Terms and Conditions

A copy of my insurance policy and/ license (if appropriate) is sent with this form

- An invoice will be sent to you once your application has been approved.
- Confirmation of your attendance at Festival Day on Saturday May 6th will be sent once full payment has been received.
- Confirmation of your event being included as part of GourMay 2023 will be sent once full payment has been received.
- Full payment is required no later than January 31st 2023.

