

EXPRESSION OF INTEREST



AMFVG is proud to announce its partnership with
Melbourne Convention Exhibition Centre
C2 MELBOURNE 2018

C2 Melbourne is an international business conference that helps establish and aspires leaders to unlock their creativity to face disruption and change for the better. For three immersive days, bright minds from all industries connect, collaborate and step in C2s world of infinite possibilities.

The nominated operators will reflect Melbourne's rich cultural and culinary diversity, who will provide a selections of menu items which will excite and engage with attendees, and satisfy a broad range of dining categories, inclusive of gluten free, vegetarian and vegan.

Location:

MCEC, South Wharf
Grass are between Polly Woodside and Clarendon Street

Event Dates:

Wednesday 17th October – Friday 19th October 2018

Event Trading Times:

10:00am – 11:00pm each day

Bump In:

7pm Tuesday 16th October

Bump Out:

From 11:30pm Friday 19th October. Please await direction from the site manager before bumping out.

Type of Vendors:

We are seeking a selection of savory vendors for this event.
There will be up to 5 vendors for this event.
The expression of interest is now open to Mobile Food Trucks and Trailers only.
This event is closed to marquee and cart vendors.

Fully sustainable packaging is required. 100% recyclable as a minimum.

Menus are to include 3-4 medium sized products which are available with quick service.

This is a cashless event. Vendors are required to have EFTpos payment capability.

Attendance:

MCEC are anticipating approx. 2,000 – 2,500 attendees per day.

The client may request additional private catering from the selected vendors from this event.

Event Fees:

PRO: \$300.00 + GST per day payable in advance or 25% of gross revenue *whichever is greater.*
GROW: \$400.00 + GST per day payable in advance or 25% of gross revenue *whichever is greater.*
START UP: \$500.00 + GST per day payable in advance or 25% of gross revenue *whichever is greater.*
NON-Members \$600.00 + GST per day payable in advance or 25% of gross revenue *whichever is greater.*

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1. Once your selected for the event, you must pay the upfront site fee to confirm your allocation.
2. Upfront site fee must be made within 3 days of receiving an invoice.
3. Failure to pay invoice in 3 days will result in your position being cancelled.
4. An additional balance invoice will be sent post event should your balance exceed the upfront site fee.

ADDITIONAL TERMS AND CONDITIONS:

Power:

This site to be a generator free zone. You cannot use your generator at this event. Power will be provided to each vendor for a cost of \$80.00 per outlet per day. If you require overnight power, there is an additional charge.

Mobile Food Vendors must ensure that their power leads are tested and tagged by a licensed electrician and secured in a safe and appropriate manner. Electrical equipment must comply with relevant Australian standards and regulations.

Beverages:

- Vendors will be able to sell any non-alcoholic drinks on site. This excludes coffee. Please make sure these are listed on your menu when applying.

Menus and Pricing:

- A full menu of items to be sold at the event (including a price list) will be required.
- Once approved, the menu must be displayed on your outlet in clear view for customers.

Cancellation Fee:

Your upfront fee (per day of trade) will be retained if you cancel within 14 days of event commencement. This cancellation fee will be applied for logistic reasons which including time to replace you with another vendor, minimum time for Streatrader application and marketing campaign.

Cash registers:

- Cash registers must be placed at the front of your outlet so that there is a clear view of price reading.
- We will require a final sales report at the end of each nights trading (Z Reads and detailed product reports)
- Cloud version of sales report (such as square) needs to email to info@amfvfg.com.au at the completion of each trading day
- If you don't have a cash register you will need to advise AMFVG ASAP, so alternative arrangements can be made.

Gas and Sullage:

- Mobile Food Vendors are responsible for removing any gas bottles and / or sullage from the event site at the conclusion of the event. No bottles are to be left on site for collection by gas companies.
- A sullage spill fee of \$400.00 will be charged for any spillage, overflow or discharge of sullage onsite.

Rubbish:

- All vendors are to remove any waste and sullage offsite.
- No waste or sullage facilities will be available.
- It is your responsibility to dispose accordingly.
- Any vendor seen to be leaving rubbish behind will be fined.

Damage:

- Please await instructions from the site manager on bump in/ out.

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- Do not enter/ leave site prior to receiving the above instructions.
- Any damages to grass or surrounding; your outlet you will be liable.
- Drive slowly and carefully always.

Council inspections:

City council will be on site doing inspections of all food operators.

- Please make sure your outlet is compliant
- Please make sure all leads are tested and tagged.
- Outlets that do not meet council standards will not trade.
- If you have any questions, please contact the office.

Terms & Conditions:

Successful Mobile Food Vendors will be invited to participate at the event by email and by accepting and confirming your availability to trade on the nominated day(s), you also agree to and acknowledge the terms and conditions set out in this document. If a vendor fails to comply with any of the terms and conditions communicated in this document, we reserve the right to immediately stop the vendor from trading and cancel any remaining days with immediate effect. We also reserve the right to cancel the event, reschedule or refuse vendor participation without notice.

Further terms and conditions may apply and will be given to participating vendors.

Please don't hesitate to contact AMFVG if you have additional questions.

Kind Regards,
AMFVG team