

# EXPRESSION OF INTEREST



AMFVG is proud to announce a partnership with

## Werribee City Centre's Pop-Up Park

Kick back this summer at Werribee City Centre's free Pop up Park!

From 20 January to 24 February, Station Place will be transformed into a buzzing summer destination, with live music, an outdoor cinema, food trucks and more.

As well as providing a green and relaxed space to enjoy over summer, the Pop-Up Park will feature a free program of live music, movies and family entertainment.

Sunday afternoons will be a leisurely affair, with an assembly of food trucks bringing delicious street food from around each week's theme to Werribee City Centre.

### Event Dates and Location:

Station Pl, Werribee VIC 3030

- Sunday 20th January - USA
- Sunday 27th January - Latin American
- Sunday 3rd February - Indian
- Sunday 10th February - Asian
- Sunday 17th February - Greek
- Sunday 24th February - English and Irish

### Event Time:

12:00pm - 6:00pm

### Bump In:

Between 10am – 11am

Please await instructions from the site managers to enter the event site.

### Bump Out:

Between 6pm – 7pm

No vendor is to leave site prior to site manager exiting approval.

### Event Fee:

PRO: \$90.00 payable in advance or 5% of gross revenue *whichever is greater*.

GROW: \$110.00 payable in advance or 5% of gross revenue *whichever is greater*.

START UP: \$150.00 payable in advance or 5% of gross revenue *whichever is greater*.

NON-MEMBER: \$200.00 payable in advance or 5% of gross revenue *whichever is greater*.

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 may result in your position being cancelled.
4. An additional balance invoice will be sent post event should your balance exceed the upfront site fee.

### Type of Vendors:

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We are seeking a selection of savory and sweet vendors for this event.  
No vendors who sell pizza, kebabs or burgers exclusively will be accepted due to surrounding business.  
There will be up to 4 vendors for this event.  
The expression of interest is now open to Mobile Food Trucks and Trailers only, no carts or marquees.

## **ADDITIONAL TERMS AND CONDITIONS:**

### **Power:**

This is not a powered site. Vendors must supply their own generators.

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:**

- All vendors are allowed to sell their usual range of drinks
- This is not a sponsored site and AMFVG will not be supplying drinks on site.

### **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:**

A late cancellation fee of \$100 + GST will apply if you cancel within 10 days. This is 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.
- Cloud version of sales report (such as square) needs to email to [info@amfv.com.au](mailto:info@amfv.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 \$200.00 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:**

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

Wyndham 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.

## Social media:

Successful vendors will be sent the social media poster for the event. Please share on your social channels to promote your attendance.

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

## 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 reschedule or cancel vendor participation without notice.

AMFVG team