



The countdown is on...

We trust these guidelines cover many of the questions you may have. We hope you have a successful and wonderful day! Thank you for being a part of our festival.

BUMP-IN

ALL STALLHOLDERS MUST PRESENT TO THE REGISTRATION TABLE (*corner of Wills and Sterling Streets - please refer to our MAP*) **FOR CHECK IN BETWEEN 7.30 & 9AM and be set-up and ready FOR A 10.00AM START**

- **Stall Holder parking** is available along Wills and Sterling Streets (please refer to map).
- **WEIGHTS** - please supply your own pegs/weights to secure your marquee.
- Stall holders are NOT permitted to drive into the Dunkeld Memorial Park, quad bikes with trailers will be available to assist getting items to stall sites.

ADVERTISING AND MARKETING CAMPAIGN

A comprehensive marketing campaign is well underway including print, radio, email and online social media marketing. There are a number of ways you can assist with the marketing campaign. The more proactive all participants are, the more successful we can make the day for all, so please get involved.

- Find and follow the links to 'like' us on Facebook and 'follow' us on Instagram
- Invite your Facebook and Insta friends, colleagues and clients to do the same so that we can spread the word about the event among all participants' networks.

GUIDELINES AND REGULATIONS

- Stallholders must demonstrate a positive approach towards the public, each other and the festival.

- All goods and products sold or exhibited on the day should be of high quality and presentation.
- Sales prices are to be kept in a realistic and affordable range.
- All cash transactions and sale of goods are the responsibility of the stallholder.
- The market will proceed regardless of weather conditions (other than fire or flood).
- Stallholders are permitted access to the site from 7.30am Saturday 18th October 2025 for set up. Stallholders must trade / operate from 10.00am – 4.00pm. Stallholders are permitted to close stalls and commence packing up from 4.00pm.
- All CRAFT stall sites around the Dunkeld Memorial Park site have a 3-metre frontage (unless a double has been booked - 6m frontage) and a 3-metre depth. Displays and equipment associated with your stall must be kept within this space unless other arrangements have been made prior to the event.
- Stallholders must provide all equipment needed for their own site and display. This includes items such as marquees, gazebos, tables, chairs, wet weather coverings, water buckets, power leads etc. **All sites need to be securely weighted down in case of inclement weather.**
- Each Stallholder is responsible for clearing and cleaning their site area at the conclusion of the event.
- The Festival Committee reserves the right to refuse entry or to close down a stall (without refund) if these guidelines and regulations are not met.
- No individual raffles or giveaway prizes are permitted without the Festival Committee's consent.
- Smoking is prohibited on any food or food product site by the stall holder in keeping with the state government food regulations.
- As part of this year's event the organising committee is committed to **reducing waste** and its impact on the environment. We are asking stallholders and the community to reduce waste and recycle at the Three Peaks Festival. Thank you for helping us, help our environment.

FOOD PERMITS / LIQUOR LICENCE

- All stall holders selling or giving away food and drinks (including wrapped lollies, pre-packed food, etc) are required to seek their own permits/certificates through FoodTrader at <http://foodtrader.vic.gov.au/>
- Stallholders offering sales and tastings of alcohol are reminded that they must hold appropriate certificates.

FIRE SAFETY

- Exhibitors using cooking equipment must have a portable fire extinguisher on site, as a precautionary measure. A fire blanket is also recommended. If the day is declared a Total Fire Ban, anyone wishing to operate a barbeque or stove must have a permit.

PUBLIC LIABILITY INSURANCE

- All stallholders must have at least \$10 million in Public Liability insurance. Proof of such insurance must be sighted by the market co-ordinator before the festival.
- The Committee reserves the right to reject your registration if you are not currently insured at the time of the event.
- If you haven't done so please email your current policy to the festival committee.

POWER REQUIREMENTS

- Stallholders are responsible for assessing and requesting the correct power requirements at the time of registration. Electrical connection will be available at \$30 per site extra.
- Stallholders requiring power must provide a 30m lead (minimum) to connect to Distribution Boards.
- As a requirement of the Occupational Health & Safety Act, all electrical leads used in a public place must be tested and tagged for current date usage by a licensed electrician. An electrician will be available the morning of the market to assist with this.

OCCUPATIONAL HEALTH AND SAFETY

- By signing the Three Peaks Festival application form you are also agreeing that you have conducted your own risk assessment and hazard identification of your exhibitor site, and have taken necessary steps to reduce any identifiable risk to yourself, employees, patrons and committee of Three Peaks Festival.

WE VALUE YOUR FEEDBACK

We appreciate all feedback and strive to enhance your experience and success of this event for our community and importantly for our exhibitors, feedback forms will be handed out during the day – please return to a committee member before you leave on the Saturday.

ALL STALLHOLDER ENQUIRIES TO: E: hello@threepeaksfestival.com 0417 688 203