



Food, Wine & Chocolate Affair

Sunday October 18th, 2009 11:00am-3:00pm

Thank you for your interest in the Willowridge Wanakafest Food, Wine and Chocolate Affair!

We invite food stalls, chocolate of any kind, wine and boutique beers!

This event is a new addition to Wanakafest and will be a wonderful opportunity for local restaurants, cafes, chocoateurs/ chocolate lovers and local wine and beer producers to showcase their splendid products. The event is to take place on the lakefront to a backdrop of acoustic music, tango dancing lessons and jazz music.

How the Day will work: We want this day to be an opportunity for you to showcase your fantastic products as well as be profitable for you.

- Wanakafest will charge a registration fee. This will go towards Marketing, Administration and Equipment hire for this event. Any surplus raised from this event will go towards the future of Wanakafest and towards building a Community Asset for Wanaka, which will be the focus of the 2010 Wanakafest!
- We will also sell wine and beer glasses to those entering the fair and only these glasses will be used when selling tastings and glasses of wine.
- At your stall, you sell your products to the crowds and all that you sell is yours to keep. We will not take any additional cut of your profits.
- Stallholders will be committed to operating for full the duration of the event.

Marketing for the event: To make this event a success we will promote this day through 500 large festival posters throughout town, Radio advertising on Radio Wanaka, The official Willowridge Wanakafest Website, 10,000 printed programmes, 5,000 printed brochures.

Based on previous years we expect to attract 500-800 people to the event, although in past years there have been crowds exceeding 1000.

Details:

Recycling and Waste: Recycling and Rubbish bins will be provided and maintained throughout the event. If you are using disposable cutlery or packaging, it MUST be either recyclable or biodegradable. For information on biodegradable packaging check out <http://www.edengreenz.com/>

Stall Options:

- There are 10 covered stalls that are 3m x 3m available. These are available on a first come first serve basis and there will be an additional \$20 fee for these spaces.
- 20 Uncovered stalls spaces are also available. These spaces are 4mx3m

Bring your own: Tables, cutlery, product

Toilets Facilities: We will be utilising existing lakeside public toilets.

Outdoor Picnic Area: we will set up an outdoor picnic area for customers to use and enjoy.

Water: Please make your own provisions for water if needed.

Power: There will be no power provided. Please make arrangements if you require power.

To register your stall:

1. Please fill in the Willowridge Wanakafest Registration form below.
2. Fill in the Lakes Environmental Forms. Please note: All stalls will need to fill in the Itinerant Traders, Hawkers, Mobile Shopkeepers & Food Stalls form and the Proposed Food Permit for Mobile Shopkeeper, Hawker, Itinerant Trader and Food Stall Form.
3. Include a cheque for the appropriate amount made out to the Wanakafest Community Trust. If you are required to pay Lakes Environmental please enclose a cheque made out to Lakes Environmental
4. Post your registration package to Wanakafest Community Trust PO Box 274, Wanaka. Or scan and email them to info@wanakafest.co.nz or drop them off at Mainly Tramping (upstairs in the Spenser House Mall)

Lakes Environmental Fees:

We have arranged for the Lakes Environmental fees to be sponsored for registered food businesses within Queenstown Lakes District, Any business outside of QLDC will have to pay the full amounts for food stall permits \$50 per day and special licences for the sale of liquor fees \$63. Please make this cheque out to Lakes Environmental. If you are a charitable or non-profit organisation you may be eligible for fee sponsorship by Lakes Environmental at their discretion.

Deadlines: To be included in this fantastic event, you must submit your registration form and lakes environmental forms before September 15th 2009.

Thank you for your involvement in this event! Your registration fees will go towards Marketing, Administration and Equipment hire for this event. Any surplus raised from this event will go towards the future of Wanakafest and towards building a Community Asset for Wanaka, which will be the focus of the 2010 Wanakafest!**Recycling and Waste:** We are committed to providing a zero-waste event. Please help us in this task!



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GROUP / BUSINESS NAME: _____

MAIN CONTACT PERSON: _____

PHONE / MOBILE NUMBER: _____

POSTAL ADDRESS: _____

EMAIL ADDRESS: _____

Preferred Stall Type: Covered Stall 3mx3m Uncovered Stall 4mx3m

DESCRIPTION OF STALL (i.e, products being sold):

Please note, power to the sites is the responsibility of stall holders. Please advise us what power source you will be using if applicable:

Please ensure that you have also included the following items:

2 x Lakes Environmental Application for food stalls and/or special license forms

(The fees have been sponsored for registered food businesses within Queenstown Lakes District, If you are a charitable or non-profit organisation you may be eligible for fee sponsorship by Lakes Environmental. Any business outside of QLDC will have to pay the full amounts for food stall permits \$50 per day and special licences for the sale of liquor fees \$63)

Cheque made out to Wanakafest for your food stall fee

(\$100- food/wine stall, plus additional \$20 for covered stall Community groups and charity's running food/beverage stalls may be eligible for a subsidised fee please contact us directly for details)

Once your form is complete and you are sure that you have included all of the relevant information, please send to: Wanakafest, PO Box 274, Wanaka. We can be contacted at 443 2273 or info@wanakafest.co.nz. **Deadline:** Please submit these forms before Sept 15th, 2009.

Thank you for your support. This event contributes to allowing Wanakafest to continue annually. Unfortunately we have no control over the weather on the day. Please note that if this event cannot go ahead due to unforeseen circumstances we regret that due to the cost of advertising and marketing for this event we will be unable to issue any refunds.

SIGNED: _____

PRINT NAME: _____