



STALL APPLICATION for the 2009 'In the Hothouse' Festival

Welcome and thank you for applying to hold a stall at the 2009 'In the Hothouse' Festival organised by the Melbourne Social Forum to be held at CERES environmental park on Saturday 18th and Sunday 19th April 2009.

Main Contact person

Family Name : _____ Given Name: _____

Email Address : _____

Contact Phone num: _____ Mobile phone: _____

Postal Address: _____

Organisation Information

Name: _____

Website URL: _____

Short Description of organisation _____

Please nominate three people who will get free MSF entry to host the stall:

Name of 1st stall host	Name of 2 nd stall host	Name of 3 rd stall host

Mark (X) for the days your organisation will be hosting the stall:

Sat. 21 st	Sun. 22 nd	Both days
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Do you require a Tax Receipt for your stall payment? YES NO

Any special requests?
 (e.g. AC power)

Information and Conditions

- Stalls will be located next to the cafe at CERES Environmental Park, 8 – 10 Lee St, East Brunswick on Saturday 21st between 10am and 6pm and Sunday 22 of April between 10am and 5pm.
- Each stall can nominate up to 3 members to get free entry to the MSF for both days. If additional people are needed to person your stall will need to pay to get entry to MSF.
- Car access into CERES can be arranged. You will need to be at CERES before 9.30 am on Saturday and wait until after 5 pm on Sunday to drive your car into the park. You will be responsible for packing away all your stall materials on Saturday night and taking them with you. We take no responsibility for any stalls materials left behind and cannot store them onsite.
- Each stall will be bring their own table (max 1.5 m x 1m in size unless arranged) and up to 3 chairs.
- Stall holders are encouraged to arrive 30 minutes early to set up their stall.
- Stall bookings close on Friday 3rd April 2009.
- Please complete this form and either:



Melbourne Social Forum

PO Box 731 Carlton South, Victoria 3053
www.melbournesocialforum.org

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- a) Print the completed form and send it with your check or money order; or
 - b) Email the completed form to stalls@melbournesocialforum.org
 - Community Stall Cost: \$30 per day. Community stalls cannot sell goods or services.
 - Merchandise stalls Cost: \$50 per day. These stalls can sell goods and services
 - Stall Payment. Bank Transfer.
Bendigo Bank Account Name: Melbourne Social Forum. BSB: 633 108. Account: 1235 53224
Make sure you put a portion of your organisation name in the transaction description so we know the payment is from you.
 - Stall Payment. Cheque or money order for \$50 made out to 'Melbourne Social Forum', sent to the address at the top of this page. Ensure you write the name of your organisation on the back of the cheque / money order
 - **You must pay for your stall before the event** and we cannot provide refunds if you choose to pull out, however you can offer your place to another community organisation. Please contact us if you offer your stall to another organisation.
 - Stalls are out in the open, so please bring your own sun protection or shelter. We cannot offer any protection in the event of rain.
 - Send questions to stalls@melbournesocialforum.org