

2. Place Management NSW STALL HOLDER APPLICATION FORM



1. GENERAL INFORMATION

EVENT NAME	
DATES	
CONTACT	
PHONE NUMBER	
EMAIL ADDRESS	

2. STALL INFORMATION

STALL NAME <i>This will be used on stall signage</i>	
STALL TYPE: FOOD OR GENERAL?	
TEMPORARY FOOD STALL PERMIT NUMBER	
REQUESTED STALL SIZE?	
DO YOU REQUIRE A FOOD PREPARATION AREA?	
DO YOU REQUIRE ACCESS TO WATER?	
NUMBER OF VEHICLES REQUIRING ACCESS? <i>Only approved vehicles may enter the site at approved times. Please list your request for vehicle access</i>	

3. POWER

Please complete the below table for all items in your stall. Please refer to **“PROVIDING POWER SPECIFICATIONS FOR A COMMUNITY FESTIVAL STALL”** listed page 3. Onwards for assistance

STALL EQUIPMENT	QUANTITY	ELEC OR GAS	PLUG TYPE	WATTS (W) FOR ITEMS WITH A 10AMP PLUG

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4. LIST OF ITEMS TO BE SOLD

Please complete the below table for all items to be sold

ITEM	PRICE

5. LIST OF ITEMS TO BE DISPLAYED AND DISTRIBUTED

* Please note you are not permitted to distribute stickers, balloons or third party promotional materials. All proposed advertising materials and signage must accompany this application form and will be submitted to Property NSW for approval

ITEM

I confirm I have read and understood the Conditions & Guidelines for the Use of Stalls for Events in Darling Harbour. By signing this document, I agree to abide by the Sydney Harbour Foreshore Authority's Terms & Conditions

Signature		Date	
Name of Stallholder			

PROVIDING POWER SPECIFICATIONS FOR A COMMUNITY FESTIVAL STALL

It is ***extremely important*** that all stall holders provide an accurate list or specification of power requirements for items they will be using within their stall. Providing accurate information will assist stall holders to receive the power they have requested and avoid electrical problems over the course of the event. It will also avoid the festival having to pay for additional generators and electrical services that may not be required.

The following pages are designed to assist in providing an accurate power specification that covers the majority of standard items used on community festivals. If a stall holder has an item not shown in these pages they should seek further information from festival organisers.

This information is relevant to electrical items that are designed and manufactured to run off standard Australian power and have not been modified after manufacture. All electrical equipment must be fit for purpose and tested and tagged.

Below is the spreadsheet from the stall holder application form.

STALL EQUIPMENT	QUANTITY	ELEC OR GAS	PLUG TYPE	WATTS (W) FOR ITEMS WITH A 10AMP PLUG

Stall equipment: -this is a simple description of each item eg – coffee machine

Quantity: -how many of each item do you have?

Elec or gas: -is the item powered by electricity or is it gas, such as a gas barbeque

Plug type: -if the item uses electrical power what type of plug does it have?

Watts(W) for items: -if an item has a 10AMP plug how many watts does it use?

THE FOLLOWING TWO PAGES SHOW HOW TO IDENTIFY WHAT TYPE OF PLUG AN ITEM HAS,
HOW TO WORK OUT THE WATTS FOR AN ITEM WITH A 10AMP PLUG AND HOW TO FILL IN
THE STALL HOLDER FORM

ELECTRICAL ITEMS WITH 10AMP PLUG

10 amp items and plugs are the most common type and are the same as those found in homes and offices.

They can either be a double insulated device with two pins (**Figure A**) or a single insulated device with an earth pin (**Figure B**)

Figure A



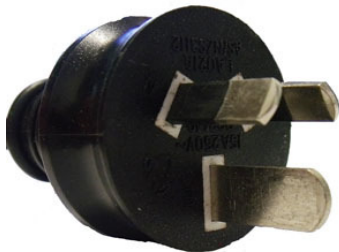
Figure B



ELECTRICAL ITEMS WITH 15AMP PLUG

15 amp plugs have a larger earth pin as shown below. The top two active and neutral pins are the same size as a 10 amp plug

15 Amp plug



15 Amp plug

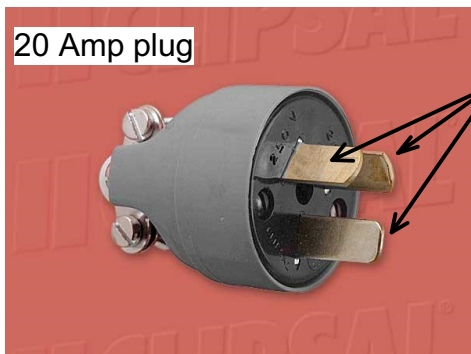


Larger earth pin

ELECTRICAL ITEMS WITH 20 AMP PLUG

20 amp plugs have a larger earth active and neutral pin as shown below

20 Amp plug



Each pin is larger



20 Amp plug with collar

HOW TO WORK OUT THE WATTS (W) OF AN ITEM WITH A 10AMP PLUG

For items that have either type of 10 Amp plug you should also provide the watts (W) if possible.

This information is often provided on the back, side or underside of the item. For example below is a Panasonic Blu - Ray player (**Figure A**). On the back of the player is an information panel (**Figure B**)

Figure A



Figure B



The watts are shown on the panel as W – so in this case the item uses 32W.

If the item does not have an information panel or does not clearly show watts, you should simply write “Not known”.

YOU DO NOT NEED TO PROVIDE WATTS FOR ITEMS WITH A 15AMP OR 20AMP PLUG

EXAMPLE POWER SPECIFICATION FOR FOOD STALL

Using the example of a food stall that will have a coffee machine, a grinder, a blu ray player, a television screen, two cash registers and a gas barbeque how would the form look when completed?

STALL EQUIPMENT	QUANTITY	ELEC OR GAS	PLUG TYPE	WATTS (W) FOR ITEMS WITH A 10AMP PLUG
Coffee Machine	1	Elec	20A	
Grinder	1	Elec	10A	400 Watts
Blu Ray player	1	Elec	10A	32 Watts
Television Screen	1	Elec	10A	450 Watts
Cash Register	2	Elec	10A	Not known
Barbeque	1	Gas		

Is it gas or electric?

Coffee machine has 20A plug so watts are not required

Simple Description of items

Number of each item

What type of plug does the item have if electric?

Information on watts (W) is not shown on the the Cash Register so is "Not known"