



Okains Bay Māori & Colonial Museum

45th commemoration of Waitangi Day at Okains Bay Museum

Thursday, 6th February 2020

9am – 3pm

Visit: www.okainsbaymuseum.co.nz for views of past Waitangi Day commemorations

Stallholder Information

1. All stallholders need to provide their own set up requirements. No power sites.
2. Stall site charge rates: \$20
Vehicles, unless an integral part of the stall, will be parked at the school over the road.
3. **Application Form and payment for registration must be received no later than 24th January 2020. Late applications may not be accepted.**
Please download a booking form on the museum website here:
www.okainsbaymuseum.co.nz/events/
4. **Cheque payment:** make out to Okains Bay Museum and post to PO Box 87032, Akaroa.
Internet payment: pay to Okains Bay Museum, Account No.02-0832-0047258-083. Please ensure you use your Stallholder name as stated on Application form as reference and post form to PO Box 87032 Akaroa. Or email form to info@okainsbaymuseum.co.nz
Cash/Cheque payment with Application can be left at the museum, 1160 Okains Bay Road.
5. If the weather is inclement there will be a refund of stall site charge on application within 7 days of event date. Please note that the event has never been cancelled.
6. This event is primarily a commemoration of Waitangi Day and the focus for the 45th occasion is a fun family day incorporating a series of craft workshops.

STALLHOLDER TERMS AND CONDITIONS

1. Stall set up will be from 6am to 9am or the night before. Stallholders **MUST** arrive and set up by start time of 9am. **Stallholders that arrive late will not be able to access venue for stall set up.**
2. All stall sites are on the arena of the museum grounds.
3. All stallholders agree to adhere to the District Council bylaws referring to any special licence obtained by the event organiser.
4. Confirmed stallholders will receive **2 entry tickets** to be shown when requested at set up or at the gate. Sites will be allocated once signed. A site map will be available.
5. The museum accepts no responsibility for any theft, loss or damage to property.
6. Stallholders accept responsibility to ensure the health and safety of their staff, visitors and others relative to the setup, pack down and running of their site while at the 2020 Waitangi Day Event and will comply with all relevant health and safety legislation including without limitation the Health & Safety Work Act.
7. Only one vehicle per stall will be permitted on the stall site for unloading and setting up. After set up the vehicle must then be moved to the school. Exceptions may be made in certain cases upon request.
8. Stallholders are responsible for their own public liability insurance as relates to their designated stall site.
9. The museum asks that stallholders do not clear their stall site until 4pm. Please advise if this is not possible.
10. Stallholders indemnify the Okains Bay Museum for any losses caused by the actions of the stallholder.