



BALINGUP MEDIEVAL CARNIVALE 2026 STALLHOLDER TERMS AND CONDITIONS

1. Trading

- a) Required hours of trade are -
 - Saturday 10am to 5pm (to 8pm if food stalls wish to operate)
 - Sunday 10am to 3pm
- b) It is expected that all Stallholders will have enough supplies to operate for the duration of these times.
- c) Stallholders shall be set up and ready to commence trading at 10am on Saturday and Sunday.
- d) Early trading is not permitted.
- e) Stalls must trade for the whole event (Saturday from 10am to 5pm and Sunday 10am until 3pm).

2. Public liability insurance

- a) All stallholders participate in the Balingup Medieval Carnivale at their own risk and agree to hold the Committee harmless against any claim for damages, costs, claims, expenses and liabilities (including consequential loss of profits) in respect to any loss, damage, injury, disease or death caused through any of the stallholder activities at the Balingup Medieval Carnivale.
- b) It is mandatory that stallholders provide evidence of their Public Liability Insurance (ie a Certificate of Currency that covers the date of the event) with their application form.

3. Displays and stall appearance

- a) Stallholders must decorate stalls in a medieval-themed appearance using rustic materials and colours. Please refer to the style guide provided with the application form.
- b) Stallholders are to provide their own tables, chairs and weather protection (gazebos, shade tents etc) and their own weights or methods of securing shelters.
- c) Stallholders are responsible for the erection and dismantling of their own equipment.
- d) The use of loudspeakers and other amplified equipment is prohibited.
- e) Stallholders must ensure they maintain their site in a clean and safe condition.
- f) All rubbish, food waste and packaging must be removed from the site by the stallholder. A limited number of skip bins will be available at the event and space for rubbish cannot be guaranteed.
- g) Stallholders are encouraged to limit the use of plastic packaging and containers.

4. Stallholders and staff

- a) Are required to always wear a Medieval-themed costume on both Saturday and Sunday. Costumes can be hired prior to the event from the Carnivale Costume Hire Room located onsite.
- b) Only 2 entry tickets per site will be allotted (this includes stall owners and staff members). Should there be a requirement for extra entry tickets – the Committee will require payment of an additional fee.
- c) NO dogs or other pets are to be brought to the grounds unless as part of an approved

exhibit or registered Seeing Eye Dog, if so, they must be always kept on a leash.

d) NO smoking, vaping or drinking of alcohol onsite anywhere on the Carnivale grounds.

e) All Committee members, event organisers and volunteers are to be respected at all times.

f) Under no circumstances shall any stall or exhibitor interfere with other stallholders display or activity.

g) No abuse in any form will be tolerated including distribution of material or promotion of activities that are deemed defamatory, sexist, racist or homophobic.

h) Drinking water only is available onsite though may be some distance away from your allocated site.

5. Products sold

a) A list of all products a stall will be displaying for sale are to be provided on the application form. Any unlisted goods will not be permitted for sale.

b) Preference will be given to handcrafted, bespoke and medieval themed items and products.

c) Misrepresentation of products can result in a request to remove the stall from the Balingup Medieval

Carnivale and denial of attendance at future events. No refund of stall fees will be forthcoming in this instance.

d) The sale, distribution or use is prohibited of:

- Any weaponry without correct licensing and compliance with State & Federal Weapons Legislation

- Any item which may by its use or operation cause alarm or distress to any person or animals (including cap guns, caps for cap guns, bird-whistles, party poppers, or any other similar items, fireworks, laser and water pistols).

- Any licensed weaponry to anyone under the age of 18.

6. Licences and permits

a) Food and Winery stallholders shall hold appropriate Licenses to operate and current certificates are to be provided with their application form.

b) Food stalls must submit a current itinerant food vendors licence; these will be forwarded to the Shire of Donnybrook-Balingup Health Officer for approval.

d) Winery stalls must submit a current Producer's License or Occasional Liquor License; these will be forwarded to the Shire of Donnybrook-Balingup Health Officer and the WA Department of Local Government, Industry Regulation and Safety to apply for the event liquor license permit.

7. Power and Electrical equipment

a) Power will only be provided to food stall holders with preference to stalls with open/unpackaged food and beverages. Pricing for electricity will be itemised on the application form.

b) All electrical equipment to be used by the stall must be listed on the application form. The power draw will be monitored, and all changes must be notified prior to the event.

c) Stallholders who have booked a powered site shall provide their own electrical leads. These must be tested and tagged in accordance with the electrical regulations.

d) The Committee reserves the right to refuse connection to power if safety standards are not adequate.

e) Distance from power distribution points may vary with each stall site.

f) External generators are not permitted.

8. Stall fees and refunds

- a) Full payment must be received (with no exceptions) by the due date before a stall site can be allocated.
- b) No refunds will be given for cancellations of bookings within 4 weeks (28 days) prior to the event.
- c) Stall fees will not be refunded due to inclement weather or factors beyond the control of the Balingup Medieval Carnivale Committee that affects the event - unless the event is cancelled by the Committee.

9. Stallholders set up and vehicle movement

- a) Access to the event site for set up will be-
 - Friday 3pm to 7pm
 - Saturday 6am to 9am
 - Sunday 6am to 9am
- b) The registration number of any required support vehicles entering the site are to be provided on the application form. Any vehicle registration changes must be submitted by email no later than 7 days prior to the event.
- c) Please always follow the direction of our Gate and Traffic Movement staff.
- d) All support vehicles MUST be removed from site by 9am Saturday and/or Sunday.
- e) Parking for support vehicles is not available on the event grounds or next to stall sites. Details of designated parking areas will be provided prior to the event.
- f) NO vehicles are to move around the site, enter or exit during the event. This includes Birdwood Park Road located adjacent to the Carnivale grounds. We suggest having alternative methods to cart goods between your stall and vehicle such as trolleys.
- g) Stallholders are permitted to pack up after 3pm on Sunday and vehicle access to the grounds will only be provided after 3.30pm to ensure the safety of ticket holders.
- h) The Balingup Medieval Carnivale Committee reserves the right to tow-away and forward costs to anyone who parks in the No Parking Zones or Disability Parking Areas without a permit.

Balingup Medieval Carnivale Committee

The Committee is a subcommittee of the Balingup Progress Association Inc. The annual event runs as a non-profit event and is managed by Volunteers from within the local community. Many local and out-of-town businesses provide assistance. Stallholder fees go towards the administration and organisation of the Stall areas and upkeep of the facilities.

We thank you for your support.