



**Nannup Music Festival Markets | 28 February – 3 March 2025**

# TERMS & CONDITIONS

The Nannup Music Festival highlights the best in new, emerging and Indigenous contemporary music in an inclusive festival experience which celebrates music, community and diversity. Over its 35 years, it has created life-lasting memories for multiple generations of audiences and earned an acclaimed reputation among national and international performers. The 2025 NMF will present an eclectic mix of original live acts over the WA March long weekend, set to the stunning bush backdrop of Western Australia's South West and the small town atmosphere of Nannup.

A true music lover's weekend of discovery, it will present over 100 acts across 8 free and ticketed stages, workshops, kids' activities, camping, food and artisan markets. Thank you for your interest in joining us as a vendor.

## 1. Key Dates

- **16 September 2024:** Expressions of Interest open
- **15 November 2024 (5pm):** Expression of Interest close
- **29 November 2024:** Outcome notifications will be sent via email
- Successful applicants will be invoiced shortly after the notification date and payment will need to be settled by **13 December 2024**. After this date, and if we don't hear from you, your spot will be re-allocated to our waiting list.
- **28 February 2025:** Bump-in
- Event dates: **Friday 28 February – Monday 3 March 2025**
- **3 March 2025:** Bump-out

## 2. Selection Criteria

- **Overall appearance and stall presentation –**  
Well presented, colourful and creative stalls are highly valued. We require photos with your EOI, and we will also be looking at your website and social media pages.
- **Originality, quality and authenticity –**  
We love all things handmade, sustainable, local, ethical, vintage, upcycled, Fairtrade, fresh, healthy, organic, authentic, unique.
- **Experience and professionalism –**  
Professionalism, efficiency and friendly nature when interacting with customers, volunteers and festival staff. Experience at other festivals and events of similar size.
- **Diversity –**  
The festival aims to minimise direct competition between stalls and provide variety for our attendees. We will be selecting a balance of both new and returning vendors.
- **Ability to follow the EOI process –**  
Timely submission of all documentation and compliance with relevant regulations.
- **Environmental awareness** in accordance with our sustainability guidelines and policy (pg. 8).
- **Site logistics and restrictions –**  
Suitability to site and power availability.

- **Suitability of menu and pricing –**

Meal affordability for patrons is important to us. Please take this into consideration when designing your menu. Menus with a variety of options (vegetarian, vegan, gluten-free, dairy-free) are highly regarded.

### 3. General Conditions

- 3.1. NMF reserves the right to reject any EOI. Decisions are final.
- 3.2. There is no guarantee that vendors who have previously traded at the Nannup Music Festival will be accepted, or that any previous stall position will be reserved for them.
- 3.3. Vendors are to treat other vendors, customers and event staff with respect. Aggressive and disrespectful behaviour has no place in our Festival and will not be tolerated. If you are experiencing any issues at all please contact our Markets Manager.
- 3.4. Vendors must adhere to all applicable laws and regulations, including but not limited to those governing the areas of food preparation and service, health and safety, consumers and fair-trading.
- 3.5. Vendors agree to also abide by the NMF General [Terms & Conditions](#).
- 3.6. Vendors are responsible for any damage they cause to property.
- 3.7. Vendors participate in the NMF at their own risk.
- 3.8. Vendors agree to only sell items that have been listed in their EOI at the prices that have been listed in their EOI.
- 3.9. Vendors shall not be entitled to assign, share or sublet all or part of their site without prior written consent from the NMF.
- 3.10. The Nannup Music Festival is a non-smoking event; this includes our markets.
- 3.11. The Festival is usually held during a total fire ban in the Shire of Nannup. Campfires within your stall or campsite are not permitted.
- 3.12. Use of amplifiers or speakers by vendors is prohibited.
- 3.13. No animals are permitted in stalls (except for guide dogs).
- 3.14. Failure to comply with any Term or Condition will adversely affect EOI for future events. It may also result in you being removed from the event site. The NMF reserves the right to expel any vendor or staff member at any time.

### 4. Stall Categories

**Food & Beverages:** Professional, registered, well-presented stalls that provide delicious meals, desserts and/or beverages. Food vendors offering healthy, local, organic, authentic and ethically sourced food will be given preference.

**Therapy & Body:** Stalls that provide health, wellbeing, therapeutic and other body related services, and are registered and qualified in their field.

**Merchandise:** Stalls that import their products or sell products that the applicants do not produce themselves. Retailers who support fairtrade, vintage and pre-loved, unique and quality goods will be given preference. If your stall is a combination of craft and merchandise, it is a Merchandise Stall and we ask you to apply under that category. Merchandise stall fees will apply.

**Artisan:** Stalls that only sell products handmade by the applicant. We support artists and crafters who produce wares with their own skills and we're proud to promote them at our festival markets.

**Artisan Edible Goods:** Stalls that sell pre-packed, edible goods entirely produced by the applicant (e.g. tea, honey, spices, chocolate, etc.) qualify for this category. No food preparation within the stall.

**Non-Profit:** Non-Profit Incorporated organisations that provide services and/or information for the benefit of the community and the environment and wish to promote these services at the NMF.

If you have an idea for a stall that doesn't exactly fit the above categories, we still want to hear from you!

## 5. Fees and Payment

We give vendors the opportunity to put together their fee package based on their individual needs.

Stall Category	Location	Site Size/ Stall Type	Fee	Staff Festival Entry	Staff Camping	Additional Staff Entry (Adult)
<b>Food</b>	Ticketed Area (4,500 capacity)	Food Truck/Caravan/Bus/Double Marquee (up to 7m) For setups longer than 7m, please contact our Markets Manager to discuss	\$920	\$90pp Adult 18+ (limit of 4) \$75 Youth 13- 17yrs (limit of 1)	\$25pp Adult 18+ \$10pp Youth 13-17yrs \$5pp Child 2-12yrs	\$150pp (limit of 2)
<b>Food &amp; Beverages</b>	Ticketed Area (4,500 capacity)	Marquee 3x3m Amphitheatre	\$750 \$665	\$90pp Adult 18+ (limit of 3) \$75 Youth 13- 17yrs (limit of 1)	As above	\$150pp (limit of 2)
<b>Food &amp; Beverages</b>	Free Access Area (festival entry tickets are optional)	Food Truck/Caravan/Bus/Double Marquee (up to 7m) For setups longer than 7m, please contact our Markets Manager to discuss	\$815	\$90pp (limit of 3) \$75 Youth 13- 17yrs (limit of 1)	As above	\$150pp (limit of 1)
<b>Food &amp; Beverages</b>	Free Access Area (festival entry tickets are optional)	Marquee 3x3m	\$665	\$90pp (limit of 2) \$75 Youth 13- 17yrs (limit of 1)	As above	\$150pp (limit of 1)
<b>Shire of Nannup Fee: \$55 per application</b> For food/drinks vendors not registered in the Shire of Nannup. This is paid to the Shire by the NMF.						
<b>Therapy &amp; Body</b>	Ticketed Area in the Arboretum (4,500 capacity)	Flat fee For the duration of the festival	\$280	\$90pp (limit of 2) \$75 Youth 13- 17yrs (limit of 1)	\$25pp Adult 18+ \$10pp Youth 13-17yrs \$5pp Child 2-12yrs	\$150pp (limit of 2)
<b>Merchandise</b>	Ticketed Area (4,500 capacity)/ Free Access Area	Per 4m bay For the duration of the festival	\$250	As above	As above	N/A

<b>Artisan, Artisan Edible Goods</b>	Ticketed Area (4,500 capacity)/ Free Access Area	Per 4m bay For the duration of the festival	\$225	As above	As above	N/A
<b>Not-for-profit, NGO</b>	Free Access Area	Per 4m bay For the duration of the festival	\$100	\$90pp (limit of 2) Disc. Youth N/A	As above	N/A
Children 0 – 12 years get free access to the festival and need to be accompanied by a parent/legal guardian AT ALL TIMES.						
<b>Power outlet</b>		10amp	\$70			
Per outlet, for the duration of the festival		15amp	\$90			

- 5.1 Fees are charged as outlined above.
- 5.2 Successful applicants will be invoiced and must pay their fees in full by the due date.
- 5.3 Our accepted payment method is direct debit.
- 5.4 If you require an extension of your payment date, please contact our Markets Manager to discuss.
- 5.5 Failure to pay by the due date without having notified the festival, will result in your site being reallocated.
- 5.6 If your EOI has been successful but your circumstances have changed and you no longer require a stall at the festival, please let our Markets Manager know as soon as possible.
- 5.7 We play rain or shine.
- 5.8 Stall fees are non-refundable unless the festival is cancelled for reasons beyond our control.

## 6. Staff Entry

- 6.1 Vendors trading within the ticketed festival site will need to add discounted Staff Festival Entry tickets to their package for all staff members. Limits apply. Vendors trading in the public access area do not need Staff Festival Entry tickets but are still entitled to the discounted vendor price. Limits apply. Any additional tickets must be purchased at the full current ticket price via our website.
- 6.2 All vendors and their staff have access to discounted camping tickets for camping at the Festival.
- 6.3 One Youth Festival Ticket (13–17 years) can be purchased at a discounted price. Please note that Youth need to be accompanied by a parent or legal guardian in our licensed areas.
- 6.4 Children 12 years and under get free access to the festival and need to be accompanied by a parent or legal guardian at all times. Please make sure to register your children in your EOI as they do count towards capacity and will be allocated a wristband.

## 7. Road Closure

- 7.1. Road Closure of Brockman Street is planned to be in effect from Friday 28 February 8:00am to Monday 3 March, 12 noon.
- 7.2. During road closure times, no moving vehicles are permitted on Brockman Street.

## 8. Bump in

- 8.1. Successful vendors will receive a bump in information email in February 2025.
- 8.2. Vendors are not permitted to bump in until advised by event staff.
- 8.3. **Vendors will be given access for setup/drop-offs from 8:30am to 2:00pm Friday.** No stalls will be allowed to enter the Festival site after that time.
- 8.4. **Food vendors, please arrive before 1:30pm.**
- 8.5. Please note that we don't accommodate Saturday morning arrivals. The festival kicks-off on Friday, so please take this into consideration before applying.
- 8.6. Please drive at walking speed (5km) during bump in, with your hazard lights on.

## 9. Vehicles

- 9.1. Vendors are only permitted one vehicle onsite during setup. You will be given access on the Friday, at the time of your check-in. All drop-off vehicles need to be off Brockman St by 2:30pm.
- 9.2. We generally prefer a car-free market. If you absolutely need to keep your vehicle behind your stall during the festival, you may request it in your EOI. Please note that this will be at the Market Manager's discretion, and it will depend on the size of the vehicle and your arrival time. This vehicle must not move for the duration of the festival.
- 9.3. If you do keep a vehicle behind your stall, please make sure it is out of sight as much as possible (covered by a marquee wall or other material).
- 9.4. All other vehicles will need to be parked outside the road closure.
- 9.1. Limited parking for vendors will be available on Jephson St. Please contact the Markets Manager to arrange a dashboard pass (limited availability).
- 9.2. A 10-minute offloading zone for food vendors will be available near the main Food Court. Please contact the Markets Manager to arrange a dashboard pass.

## 10. Camping

- 10.1. Please include your camping requirements in your EOI.
- 10.2. **No camping tents are allowed anywhere at the Festival Markets.** Vendors will need to camp at the Festival Campground (Nannup Golf Course/Recreation Centre, 10min walk, continuous shuttle bus). Please note that all sites at the Festival Campground are unpowered. Portable toilets and showers are provided.
- 10.3. Market Vendors that wish to camp within their vehicle or marquee can only do so after approval from the Markets Manager. Camping is not allowed at the Festival Food Courts.
- 10.4. You will be allocated a spot depending on availability, your stall size and layout, vehicle size and camping setup. No other areas within the Festival site are available for stallholder camping or parking and allocation is entirely up to the Markets Manager.
- 10.5. If sleeping in your vehicle behind your stall, you will still need a discounted stallholder camping ticket, as the festival still needs to cover costs for space, toilet and shower rental.
- 10.6. Toilets are located outside the Amphitheatre, outside Tigerville, next to the Town Hall and at the top of Brockman St. Use of Artist Camping facilities is strictly prohibited.
- 10.7. Additional vendor showers will be available within our road closure (Jephson St). Use of Artist Camping facilities is strictly prohibited.
- 10.8. Please be considerate if entertaining after hours.
- 10.9. Vendors, as well as their staff and family, camp and park at their own risk. No liability or will be accepted by the Festival.

## 11. Trading Times

- 11.1. The 2025 Nannup Music Festival will run from **Friday 28 February to Monday 3 March 2025**. Trading is deemed to start from 5pm Friday and until the end of concert (midnight) on Sunday night. Monday trading is optional for all vendors and it is possible until 12 noon.
- 11.2. **Vendors are expected to operate for the duration of the Festival.** One day trading is not available. Departing early and without permission will affect future applications.
- 11.3. We ask that food vendors trade per the table below, with emphasis on the closing times. Opening times are flexible and also depend on your product (e.g. breakfast menu). Please note that food vendors are expected to trade on Sunday night. Please take this into consideration when applying and ordering supplies.
- 11.4. All other vendors may trade as early as they wish each day and until the end of concert (12 midnight). Monday morning trading is optional.

**Food Vendors Suggested Trading Times**

<b>Date</b>	<b>Open</b>	<b>Close</b>
Friday 28/02	5pm	11pm
Saturday 1/03	8:00am	11pm
Sunday 2/03	8:00am	11pm
Monday 3/03 (optional)	8:00am	12 noon

## 12. Food Vendors

- 12.1. Food vendors must comply with “Guidelines for Temporary Food Stalls Associated with Special Events”.
- 12.2. Your Public Liability Insurance Certificate must be current to March 2025 and a copy sent with your EOI.
- 12.3. Your Food Act Certificate must be current to March 2025 and a copy sent with your EOI.
- 12.4. Food vendors not registered in Nannup will be required to pay an additional \$35.00 fee to the Shire of Nannup (this will be included in your tax invoice and paid to the Shire by the Festival).
- 12.5. The Council Environmental Health Officer will be undertaking inspections throughout the festival. Food stalls must provide complete cooperation.
- 12.6. Please make sure your stall looks its best over the festival weekend.

## 13. Market Vendors

- 13.1. Trading bays have a 4m front and are around 5m deep. Bay depths may vary due to site diversity.
- 13.2. Stalls that require more than the 4m frontage must apply in advance and pay for an additional bay. Additional space will not be available during the festival; every meter on site is pre allocated.
- 13.3. Vendors may not extend their displayed goods beyond the boundaries of their nominated site. It is not acceptable for vendors to encroach onto the walkways with their merchandise. The road must remain clear to ensure Emergency Vehicles have access at all times, and pedestrians can enjoy a comfortable stroll through the Festival Markets.
- 13.4. Sites are allocated at the discretion of the Markets Manager, in the best interest of the Festival. If you wish to request a particular stall site, please make a note of this in your EOI form and even though this cannot be guaranteed, we will do our best to accommodate your requests.
- 13.5. The NMF reserves the right to reallocate a stall site at any time as/if required for any operational reasons.
- 13.6. Vendors are responsible for ensuring their stall sites are well-presented, inviting and tidy.
- 13.7. Your Public Liability Insurance Certificate must be current to March 2025 and a copy attached with your EOI.

## 14. Sustainability & Waste Management

We are constantly working towards a more sustainable festival. All vendors are required to abide by all relevant festival guidelines.

- 14.1. No plastic, styrofoam or “biodegradables” are to be used by vendors. This includes all serveware, lids, cutlery, straws, bags, packaging and beverages. Think bark, paper, bamboo, cornstarch... Anything that would fully compost in a home compost environment. If in doubt, please contact our Markets Manager to discuss. All vendors need to comply with [WA Plastics Ban](#).
- 14.2. **Single-use water or drinks cannot be sold.** You will be asked to remove any single-use plastic for sale. Failure to do so will impact future applications. We also encourage vendors to sell homemade drinks (e.g. lemonade, iced tea) in place of sweet, canned drinks.
- 14.3. Vendors must dispose of waste and recycling into the appropriate waste bins supplied.
- 14.4. There will be an allocated landfill waste trailer for food vendors. Front-of-house bins are not to be used.
- 14.5. The Festival will provide a back-of-house area for food vendors at the main food court. This will include a wash-down bench, **water supply** (both hose and tap) and an IBC cube for **greywater**



**collection.** There will be no individual water supply for each stall. Please don't dispose of greywater or other waste (fat, grease, chemicals) onto the ground or down storm drains.

- 14.6. Food vendors are responsible for collecting and transporting their **waste oil** off-site.
- 14.7. A wash-down station with washable and reusable crockery and cutlery will be available to festival patrons at our main food court. Please be flexible with what you will be asked to serve on. Please note that this wash-down station is for festival patrons and not for vendor/commercial use.
- 14.8. Free drinking water will be available for all from our water refill stations.

## 15. Electrical Requirements

Please note that we are in the process of reducing our generator use in our markets and consider providing your own power source for the weekend (e.g. solar, power bank, etc.). Please note that power is no longer available for Therapy & Body stalls in the Arboretum.

- 15.1. Powered sites for market vendors are limited. Powered market stalls are located within our ticketed area only.
- 15.2. No generators other than the festival ones are permitted.
- 15.3. Power requirements must be clearly stated and booked before the event. All electrical equipment and the amperage that your stall will draw must be listed on your EOI form.
- 15.4. Please only use the number of outlets and amperage stated in your EOI. The Festival Electrician will be running regular checks.
- 15.5. Vendors requesting powered sites must supply their own power cables. Maximum length permitted is 25m.
- 15.6. **All electrical equipment and power cables brought to the Festival must be inspected and have been tagged by a licensed electrical contractor as required by the Electrical Safety Regulation 2002 Act part 5 Division 5.** Electrical leads that are not tagged may be confiscated for the duration of the event. A number of correctly tagged cables will be available for hire from the NMF. You will need to arrange that with our Markets Manager in advance.
- 15.7. **No double adaptors are to be used** (tagged RCD power boards are acceptable).
- 15.8. Any faults or power failures caused due to the stallholder's underestimation shall be charged to the vendor.
- 15.9. We endeavour to supply power to our stallholders by 9am Friday and until 12 noon on Monday at the Depot.

## 16. Stall Site Equipment

- 16.1. Vendors must supply their own setup and equipment for trading.
- 16.2. Vendors must ensure they have adequate sun and rain protection. Please come prepared for all weather conditions.
- 16.3. Vendors must supply their own lighting.
- 16.4. All structures must be securely anchored to the ground.
- 16.5. Seating for patrons is provided at the main food court as well as at the Depot (outside the main Ticket Office). If you wish to bring additional furniture, please make sure to include the information in your EOI. Approval will be at the discretion of the Markets Manager.

## 17. Site Security

- 17.1. It is the vendors' responsibility to ensure security of their stall, equipment and products.

17.2. Please don't leave cash or valuables in your stall if unattended.

17.3. Our Security crew will be present but cannot guarantee 24/7 supervision of your stall. The Festival takes no responsibility for stolen or damaged goods and equipment.

## **18. Legal and Safety Requirements**

18.1. The NMF retains the right to remove any product, picture or printed material which in the festival's opinion is either not eligible for display or sale or is considered offensive.

No stall will be permitted to sell or display:

- Cap guns, toys with firing capabilities or toy guns of any description
- Indecent, inappropriate or offensive products & material
- Flashing novelties
- Illegal or copyrighted products
- Animals
- Alcohol

18.2. The Nannup Music Festival has overall control of signage material for products sold or on display in all areas. Please note that any signage, material, or products may be refused inclusion entirely at the discretion of the NMF.

18.3. All vendors must fully cooperate with NMF staff, authorised Council staff, police and security at all times.

## **19. Connectivity**

Please note that we operate in a regional setting and that connectivity to EFTPOS and card payment services may be unreliable during the event. We will be reminding patrons to bring cash, please be prepared to accept cash payments.

## **20. Bump out**

20.1. Bump out is on Monday, 3 March 2025, 12 noon. The closing Monday concert will take place in the Playground (opposite from the Depot), within our free access area at the top of Brockman St.

20.2. Bumping out/ leaving the festival site without approval and while the road closure is in effect, will adversely affect future EOI.

20.3. All vendors are required to clear away their own waste from their stalls. Please leave no trace.

Thank you for reading!