

Stall Holders Expression of Interest

Top End World Refugee Day

3pm – 7pm Saturday 18 June 2016

Goyder Square, The Boulevard, Palmerston

Thank you for considering providing a stall and adding to the enjoyment, community information and activities at Top End World Refugee Day.

Please Email this form to: admin@melaleuca.org.au or phone reception with the following details.

Please send us this form by Friday 3 June and we'll confirm your place by Monday 6 June. If you have any questions before then, please call Gail Price on 0417 849 708

Contact Name	
Telephone numbers	
Email address	
Organisation name is (if you are representing an organisation) or community	

I would like to have (please tick if this is what you want to do)

An information stall for my organisation.

What will you have available?

Please consider having an activity at your stall and/or give-aways to add to the celebration (e.g. flyers, booklets, merchandising..)

Will you be selling any merchandising T shirts etc?

I would like to have (please tick if this is what you want to do)

A craft stall to sell my work

What will you sell?

You will need to bring:

- a marquee: please note that marquees cannot be pegged into the ground, but need to be self supporting
- tables if you need them
- chairs if you want them
- a rubbish bin or bag – the rubbish can be thrown away in the waste disposal area before you leave
- You may want to bring a banner or signage
- Free drinking water will be available. Please bring a drink container to save on paper and plastic cups. It's also advisable to bring sun screen and a hat as there will be limited shade at the Square.
- There will be food and coffee on sale

How much space will you need
(the usual space is 3 meters x 3 metres)? _____

There is electricity and water supply at Goyder Square. We will need to know beforehand if you need electricity, so that we can connect you to power.

Do you need electricity (to operate any equipment)? Yes / No

You can set up from 1.30pm. We request that everyone be set up by 2.45. The Citizenship Ceremony starts at 3pm.

You can drive up to Goyder Square to drop off your equipment. Parking is available in car parks around Goyder Square. There will be a map and volunteers to lead you to your space, with a sign on the ground with your name on it.

We'll Email you a map of where you'll be and any other helpful information we can think of by Wednesday 15 June.