

# Cool the Planet Bite by Bite

## The 2nd Annual VeganExpo

**Petersham Town Hall, 107 Crystal Street, Petersham – Sunday, July 22nd, 10am – 4pm**

### Unloading and Set-up

**times: 8.30 – 9.30am**  
Loading is via the side doors on Frederick Street. These doors will be opened at 8.30am for exhibitors to unload and set-up and will be closed at 9.30am. Please unload and move your car to the free council car-park (entry via Fisher Street) before setting up to avoid traffic congestion.

Loading through the lobby is not allowed so please ensure everything is in the hall by 9.30am.

Please do not start packing up before 4pm as there will still be customers there until that time.

Side doors will re-open at 4.15pm and close at 6pm. Please have everything packed and ready to go before bringing your car around.

### Stalls

Your stalls will be pre-allocated and we will show you to your stall on arrival.

The stall comprises 1 trestle style table measuring 1.8m x 75cm and 2 chairs

Tables must be covered by a tablecloth and you will need to provide this yourself

Consider putting boxes on the table, under the tablecloth, to make a bi-level display which creates more interest

**Caterers:** Please bring along an extension lead just in case yours doesn't reach the power point. Power cords should be taped to the floor to avoid anyone tripping over them. Power cords may not be laid across walkways.

### Products

This is a Vegan Society event, so all food and products sold, sampled or given away must be 100% vegan.

### Hall rules (imposed by the council)

No additional furniture may be brought in to the hall

Nothing at all can be stuck to the walls

No cooking can be done in the hall (warming is ok though eg bain marie)

There will be a council caretaker on hand to make sure we're in line

### Rubbish

Each stallholder will be responsible for the removal of their rubbish and leaving their area clear on departure.

### Free List

Your stall registration allows for three people per stall. Please provide these people's names (see below)\* so that we can put them on the list for free entry.

All others must pay the \$5 entry.

### Assistance on the day

Our volunteers will be wearing brightly coloured T-shirts (colour to be announced!).

### Any other queries –

Please email [lorenl@optusnet.com.au](mailto:lorenl@optusnet.com.au) or ring 02 8901 5240.



**To secure your position – payment must be received ASAP and no later than May 2nd, thanks.**

**All payments are non-refundable. Please fill in form – photocopy for your own reference –**

**and post original to: The Vegan Society (NSW) Inc, PO Box 467, Broadway NSW 2007**

**Sponsors: \$400**

**Commercial stalls: \$225**

**Non-Profit groups: \$125**

**ELECTRICITY is limited to food stalls only and there is a surcharge of \$20**

**Please tick the box if you do not have your own LIABILITY INSURANCE – there is a surcharge of \$20**

Contact name: \_\_\_\_\_

Company name: \_\_\_\_\_

Address: \_\_\_\_\_

Suburb: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please find enclosed Cheque/Money Order for \$\_\_\_\_\_

**payable/post to: The Vegan Society (NSW) Inc, PO Box 467, Broadway NSW 2007**

Please debit my Credit Card:  Mastercard  Visa

Card No.

Name as on card: \_\_\_\_\_

Signature ..... Expiry Date ...../.....

**\*Please print your 3 stall attendants names:**

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