

2025 TRADE & CATERING INFORMATION



NOTE	Please read this document before you apply for a catering or trade site.
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LOCATION

Deniliquin Festival Site - Conargo Road, Deniliquin NSW

DATES AND TIMES

The festival runs on Friday 3rd and Saturday 4th October 2025.

All vendors, subject to compliance with rules and regulations, take up possession of their nominated site from 9.00am on Wednesday 1st October 2025 for Bump In purposes.

Vendors must be completely set up before 8.00am on Friday 3rd October. All display equipment, stock, vehicles etc, must remain on site until the close of the festival. There is to be NO vehicle movement on site once Bump in is completed, until Bump out begins. This will come into affect after Midnight Saturday 4th October, once our Safety Officer has advised the site has been cleared and it is safe for bump out to commence. All sites must be vacated by 2.00pm Sunday 5th October and the site must be left in a clean and tidy condition prior to your departure.

COMMUNICATION

Majority of communication will be done via email. Your contacts from now up until the event will be the Around the Grounds Coordinators Amanda and Ellen. Please email

atg@deniutemuster.com.au or call 03 5881 3388 or 0409 925 314. Over the event If you cant reach us, please send a text message and we respond as soon as we can.

BUMP IN AND BUMP OUT TIMES

BUMP IN	Wednesday 1st October	9.00am - 5.00pm
BUMP IN	Thursday 2nd October 2025	7.00am - 7.00pm
SITE LOCKDOWN	Thursday 2nd - Friday 3rd October 2025	7.00pm - 6.00am STRICTLY NO MOVEMENT
TRADING HOURS	Friday 3rd - Saturday 4th	8.00am - 11.00pm Catering 8.00am - 8.00pm Trade
BUMP OUT	Saturday 4th October - Sunday 5th October 2025	Once advised by the Safety Officer vehicle movement will be allowed. This will come after midnight Saturday - 2.00pm Sunday

FESTIVAL TRADING TIMES

Friday 3rd – Saturday 4th October, 2025

Catering Hours: 8.00am - 11.00pm

Trade Hours: 8.00pm – 8.00pm

Sunday 5th October, 2025

Catering Hours: 7.00am – 11.00am (*CATERING ONLY)

Catering sites must operate and have staff in attendance during the trading times listed above (except Sunday). If catering sites wish to trade past 11.00pm up until 11.30pm this will be entirely up to the owner's discretion. Strictly no trading after 11:30pm.

Festival and Vehicle Access

Vendors must have a valid wristband to enter site. Wristbands and vehicle stickers will be posted to you late August along with your info pack. You must put these on prior to entering site. Vendor access for bump in and bump out is via Moonee Swamp Road, this will allow access to the Festival Arena Via Gate 5 and the Vendor Car park (just outside Gate 5). All other vendor vehicles must enter via the main gates on Conargo Road to be Searched.

Please ensure you to provide full names for passes. It is your responsibility to make sure your personnel receive their wristbands prior to arriving at the festival. These wristbands will need to be worn for the duration of the festival. Passes for additional personnel will need to be purchased at the full price and ordered from the ATG Event Coordinator prior to **Thursday 18TH September** to avoid paying gate prices. Please ensure juniors and under 13's are noted so we can organise the correct pass for them. Full names must be provided for each pass.

Each Vendor info pack will include **ONE (1)** Festival Arena Vehicle Pass (FA Pass). FA allows entry into the Festival Arena for drop offs (during the allowed times of Midnight to 7.30am) / static vehicle displays / storage of stock etc. Sticker **MUST** be displayed on the right-hand side of the nominated vehicles windscreen. No vehicles on your site should be visible to patrons unless they are part of your static display. There is no parking area available in the Festival Arena. The Vendor Parking Pass must be displayed on any vehicle that is parking in the Vendor Car Park. **Please arrange Vendor Parking Passes with the Around the Grounds Coordinators Prior to the event.**

Lost tickets, passes or wristbands will not be replaced and repurchase will be required at gate prices.

ACCOMODATION

It is your responsibility to book and pay for your own accommodation. Please note there is minimal accommodation in Deniliquin over the weekend and we make no guarantees that accommodation will be available. Please contact Muster HQ for more information.

You are welcome to camp in our camping grounds or within the confines of your trade/catering site. If you choose to camp on your site, no camping equipment is to be visible to patrons during Festival Arena opening hours 8.00am – Midnight. Camping is prohibited on site until Wednesday 1st October. No camping by you or your personnel will be permitted until this time.

AMENITIES ON SITE

There are permanent toilet facilities on site. During the event there are additional toilets on site inside the Festival Arena. There will be access to a limited number of showers inside the Festival Arena dedicated to vendors.

BOUNDRIES

Boundaries of your nominated site must be observed, and all billboards, vehicles, goods, equipment and supplies must be displayed and housed within this area. You must not encroach onto walkways, adjacent sites or other areas. Any billboards/bow flags found outside of your nominated site will be removed and taken to the Operations Centre for you to collect.

VISUAL APPERANCE

Please ensure your site is visually appealing and not only reflects your product but compliments the festival. Your site must be clean and presentable, and your personnel must be clean and tidily dressed and conduct themselves in an orderly manner at all times.

INFRASTRUCTURE

No infrastructure is included in your site cost. If bringing your own marquee, you will need to ensure it is high-quality with a wind rating above 50kmph. Marquees must comply with the temporary structure standards and be set up by a professional or as per the manufacturer's instructions. **Leg weights MUST be used, this is a requirement for all temporary marquees/ infrastructure on site.** Event Personnel reserve the right to remove any temporary infrastructure if it is deemed unsafe. If you have a STRUCTURAL ENGINEERS CERTIFICATE OF INTEGRITY for your marquee, please email to atg@deniutemuster.com.au

Vendors needing to hire a marquee will need to book directly with our preferred local supplier – Deni Party Hire. This marquee booking is a separate arrangement between you and the hire company. As part of an agreement we have with this supplier, all marquees ordered by you will be erected on your allocated site prior to your arrival. No flooring, lighting or furniture will be provided for these marquees unless prior arrangements have been made by you.



Deni Party Hire
03 5881 1944
info@cweh.com.au
www.denipartyhire.com

HOUSEKEEPING

Housekeeping is an important way of controlling risks. Vendors will be required to maintain workplaces in a clean and tidy condition. Working areas, walkways, emergency exits, firefighting and safety equipment must be kept clear at all times.

INSPECTION OF VEHICLES

Festival Management reserves the right to inspect vehicles entering and exiting the festival if necessary. All vehicles will be searched prior to entry so make sure you allow time accordingly. Any alcohol or prohibited items will be confiscated.

VEHICLE MOVEMENT DURING FESTIVAL

All vehicles are prohibited from moving around the Festival Arena during event opening hours (8.00am– Midnight).

The speed limit within the event site is walking pace, Hazard lights must be in use inside the festival arena. Drivers are to exercise extreme care to ensure the safety of pedestrians and prevent vehicle accidents on site. All traffic and parking signs must be obeyed.

PARKING

Parking is available for all vendors during the festival, in dedicated vendor car park. There is no parking inside the Festival Arena unless your vehicle is being used on your site for static display, storage or stock refrigeration purposes. All vehicles must fit within the confines of your site; **there is no room to park vehicles behind your site.** If you choose to park within the site camping areas, please be aware there is a no traffic movement rule in place for the entirety of the weekend, so you won't be able to leave site at all until Sunday morning. The Vendor Parking is available via entry through the Moonee swamp bridge. You must have a Vendor Parking Pass to park in the vendor car park. This can be arranged by the Around the Grounds Coordinators.

All vehicles entering the Festival Arena must have a (Festival Arena (FA) vehicle pass fixed to the right-hand side of their windscreen for the duration of the festival. Vehicle passes are not transferrable and cannot be sold.

All vehicles are prohibited from moving around the Festival Arena during Festival Arena opening hours (8am – Midnight). Vehicles parking inside the Festival Arena need to have entered and parked by 7.30am and will not be able to move offsite (including to restock goods) until the Safety Officer has cleared the site and allowed vehicle movement. This will come into effect after Midnight Friday and Saturday.

DELIVERIES

If you require a delivery of stock over the festival, you will need to communicate this with the Around the Grounds Coordinators Prior to the festival so that we will have a full list of deliveries for security. **THERE IS NO ACCESS TO THE FESTIVAL ARENA FOR DELIVERY VEHICLES.** You will need to meet them at Gate 5 and unload from there. The Around the grounds Coordinators may be able to assist you with this if time permits.

GLASS POLICY

THE DENILIQVIN FESTIVAL SITE HAS A ZERO TOLERANCE GLASS POLICY Glass in all and any form is not permitted on the festival site at any time during, before, or after the Deni Ute Muster.

RFID CASHLESS SYSTEM

All vendors **MUST** participate and offer customers the option to pay using RFID. The Deni Ute Muster holds all funds generated by RFID and will transfer payments by Friday 10th October 2025 along with a report. If you are unsure about this system and would like more information, please call Muster HQ. Each Catering site will be allocated 2x RFID Devices to use over the festival. Each Trade Site will be allocated 1x RFID devices to use over the festival Additional devices may be available, you will need to request these from the Around the Grounds Coordinators, approvals will be subject to availability of devices. There will be a Mandatory onsite Training during the festival bump in on the Thursday at 1pm, 3pm and 5pm in the food court.

GOODS SOLD

All food distributed at the festival (either sold or given away) must comply with the Australian and New Zealand Food Standards Code and any other applicable health and safety regulations. It is your responsibility to ensure these regulations are met.

Only products and services that you have listed on your catering site application form are permitted to be sold at your site. Catering sites aren't permitted to sell other goods or merchandise. There is a strict **NO GLASS POLICY** at the festival; all products must be in non-breakable containers or bottles, etc. There are no exceptions to this rule. If you decide after applying that you would like to bring extra products, please get in touch with the Around the Grounds Event Coordinator to get these approved. Please note that certain suppliers may have exclusive rights and restrictions may apply. We will notify you if any such restrictions apply to your site.

RESTRICTIONS ON GOODS SOLD

We reserve the right to prohibit offensive goods from being sold or displayed at the festival and may at our discretion remove any such goods from your catering site if we consider that such goods may offend, cause trouble with authorities or infringe any third party rights, such as trademark and copyright.

Knives and other objects that can be used as weapons may not be sold from your catering/trade site. The sale of alcohol, tobacco and cigarettes is also prohibited. We have overall control of signage, material and products sold or displayed at the festival.

Raffles, fundraising activities and charity donation tins of any kind are strictly prohibited unless approved by festival management in writing prior to the event.

No article, sign, picture, sticker, printed matter, etc. is to display any of the Deni Play on the Plains Festival's trademarked logos or images without prior written permission from the General Manager. This includes the Deni Ute Muster logo, the ute-ilize it diamond sticker, Deni Ute Muster, Deniliquin Ute Muster, Deniliquin – Ute Capital of the World, ute-ilize it, Deni Play on the Plains, the Australian National Circle Work Championships and the Australian National Circle Work Championships logo.

The General Manager and/or staff of the festival are authorised to enter upon trade/catering sites at any time and remove any article, sign, picture or printed matter, which in their opinion may be the cause of offence to the public. Likewise, any unseemly conduct demonstrated by any person on any trade / catering site deemed by us to be offensive or threatening will not be tolerated and said person(s) will be removed from the festival.

FEES & CHARGES

Vendor site fees are due by **5.00pm Friday 1st August 2025**. A site will not be regarded as allocated to a vendor until the full amount specified has been paid by the final date for payment. **If the fee is not received by this time, the site will be allocated to another vendor.**

Catering sites are offered three (3) vendor passes and Trade sites two (2) passes. Extra personnel will be charged admittance at full price. Please note there is a strict no refund policy on all passes and site fees.

One 15amp power outlet is included in the site hire fee. Extra 15amp power outlets are charged at \$80.00 each and 3 phase power is \$200. A rubbish bond of \$150.00 will be added to your invoice. Any rubbish left on your site will forfeit this bond.

FESTIVAL CANCELLATION

If we should find it necessary or expedient to cancel or postpone the festival, all contracts shall cease to operate upon notice to that effect, and we shall not be liable for any compensation or refund to you, whether on the grounds of loss of profits or otherwise or any refund of payment of any money paid by you in relation to this contract in respect of such cancellation or suspension.

CANCELLATION BY THE VENDOR

If the Vendor terminates this Agreement prior to 5.00p.m. Friday 1st August 2025, the Vendor will forfeit any Deposit that has been paid and 50% of site fee paid.

If the Vendor terminates this agreement after 5.01p.m. Friday 1st August 2025, the Vendor will forfeit 100% of site fee paid.

INSURANCE & CERTIFICATES

As a vendor you will be required to hold a valid Public Liability Insurance policy to the value of at least AUD \$20 million and it must list **DENI PLAY ON THE PLAINS FESTIVAL LTD, ABN 50 125 560 509** in the policy as an interested party, indicating coverage until after the Bump Out of the festival (Sunday 5th October). You must hold a valid Work Cover Insurance policy in respect of all personnel at your trade/ catering site which is in place for the full duration of the festival (including Bump In and Bump Out).

It is your responsibility to possess adequate property damage insurance for any property used by you or your personnel at the festival. We will not be liable for any loss of or damage to your property or personnel whilst on the site. We shall not be held liable for any compensation, whether on the grounds of loss of profits or otherwise. You are responsible for insuring your own property and stock.

Copies of valid insurance certificates must be forwarded to us no later than **Friday 1st August 2025**. You must have a copy of all insurance certificates on site for the duration of the festival. If your certificates are or will be expired by Wednesday 1st October 2025 then all renewals must be organised in advance and your policy renewed for an earlier date.

NSW FOOD SAFETY SUPERVISOR CERTIFICATE

Each catering site must have appointed a certified Food Safety Supervisor (FSS), ensuring that safe food handling is practiced by all sites and that food handlers have appropriate food safety skills and knowledge. This must be an NSW Food Safety Supervisor Certificate; nationally recognised certificates do not pass in NSW.

RISK ASSESSMENTS

It is the responsibility of the vendor to undertake risk assessments for their activities. These must be current and emailed through to atg@deniutemuster.com.au along with all required documentation by Friday 1st August 2025.

CHEMICALS AND HAZARDOUS SUBSTANCES ON SITE

You must supply us with details of any chemicals that you have on site (other than small domestic quantities of cleaning products etc). You must have copies of current Safety Data Sheets on site for any chemicals that you bring on to the site

REGULATIONS

Sites must ensure a safe work environment in accordance with NSW Health and Safety Regulations and must comply with the Deni Play on the Plains Ltd. On-Site Work, Health and Safety Policies and Procedures.

Catering sites must provide their NSW Food Safety Supervisor Certificate. Festival Staff and Council Officers reserve the right to inspect catering sites at any time and request presentation of all relevant documentation.

We accept no liability for you or your personnel. You are personally responsible and liable for any damage caused by you or your personnel to any person or property on site. You are required to always comply with any and all legislative requirements, regulations and industry standard codes of conduct and to the maximum extent permitted by law. We and our associated entities will not be liable for any breaches by you or your personnel of any such legislation. All sites must have a fire extinguisher in good working order and fire blankets.

ALL CATERING SITES MUST MEET THE AUSTRALIAN FOOD STANDARDS CODE FOR TEMPORARY STALL INCLUDING FACILITIES FOR WASH UP WATER AND HANDWASHING.

DRUGS AND ALCOHOL

Deni Ute Muster Vendors and Caterers are not allowed to perform any work under the adverse influence of any medication, drugs or alcohol. Alcohol is not to be consumed while working at the event. Please do not bring alcohol back to your trade/catering sites. The Festival Arena is a Licensed Area. Alcohol is not permitted inside the Festival Arena (other than that purchased from our bars) and will be confiscated if found in your possession. This includes Bump in and Bump out.

SMOKING / VAPING POLICY

Areas of the festival may operate a no smoking or vaping policy and you must comply with any such policy. No smoking or vaping on or behind your site.

PUBLIC SAFETY

Whilst on the Festival Site, you are required to comply with all Work Health and Safety and Festival Site Rules. Vendors must aim to maintain the safety and wellbeing of the public at the event. All operators are responsible to ensure that members of the public are not injured or otherwise affected by their activities on site.

SIGNAGE

You will see a range of "safety signs" around the site. These signs are there for the safety of everyone at the event. You are required to obey all signs posted on or around the site.

SITE SAFETY OFFICERS

There are Safety Officers on duty before and during the event. Their role is to ensure that a safe workplace is maintained and to assist with queries that operators may have with regard to safety. During the set-up period they may undertake audits of compliance with safety standards and operators are asked to cooperate with these inspections.

SECURITY

The event has an active loss prevention program to provide for the security of its personnel and property. Adequate precautions have been taken to provide you with means of protection of your property. You should be aware that your property remains your responsibility while it is on the site. It is important that vendors secure their tools and equipment properly as the event accepts no responsibility for their damage or theft. When instances of theft occur they must be reported to Event Management who will arrange for police to attend if required.

While all reasonable precautions are taken, the event recommends that you do not bring valuable items onto the site.

INDUCTION

It is the responsibility of Vendors to ensure that they complete our online WHS induction and that they induct their own staff in their safety plans, the festival terms and conditions, site rules and emergency plan. A link will be shared in the coming months.

INCIDENT REPORTING

Vendors will have their own incident reporting procedures. In addition, we ask that you inform management as soon as possible of any incidents that occur in your area so that we can deal with any issues that occur and put preventative measure in place. This includes reporting any antisocial behaviour witnessed for the safety of staff, patrons and contractors.

FIRST AID

Vendors are responsible for providing their own first aid trained workers and first aid kits. During the event medical staff will be on site.

FIRE PROTECTION

Vendors are responsible for fire protection within their work environment. Extinguishers must have been checked within the last 12 months and be suitable for the type of operations being undertaken at the festival. Fire blankets must be available if cooking is being undertaken at the site. During the event emergency fire services will be on site to assist if needed

EQUIPMENT

Vendors are responsible for making sure that all equipment used on site is in safe working order and removing it from service if it is found to be faulty during the event. Operators will be responsible for their own equipment. All equipment must only be used for the task it is intended for. All vehicles on site must be registered. Vendors are required to supply all personal protective equipment for their workers for the activities they undertake at the event.

ENVIRONMENTAL PROTECTION

Vendors must give protection of the environment high priority in all activities on site. Please help to conserve precious resources by reducing all retail and bulk packaging. We ask that you use biodegradable/ compostable serving wear (cups, plates, bowls and cutlery) and recycle when possible.

Any requirement to discharge substances into the air, storm-water or trade waste drains must be approved by the Site Manager in consultation with the appropriate authority. This includes any solids, liquid chemicals, gases, oils, contaminated water & the emission of noise & disposal of waste (liquid or solid). There will be 1000lt waste drums provided for disposing of liquids.

RUBBISH

A \$150.00 rubbish bond will be added onto your invoice, which will be returned if **ALL** rubbish is binned and your site is left in the same manner it was found. This bond will be deposited back into your bank account by 5.00pm Friday 24th October 2025. Please ensure you provide us with your bank details upon application. The festival has a strict **NO GLASS POLICY**.

ELECTRICAL SAFETY

Please provide event management staff with a list of all your power requirements so the correct amount of outlets can be allocated. Vendors are required to pay for their own electrical requirements.

All leads must be of a type that is suitable for the outdoor environment that it is being used in. All portable electrical equipment must be tested and tagged, in accordance with AS/NZS 3760:2022, and within last 6 months. Untagged leads may not be used at the festival. You should have your leads tested and tagged before arriving at the Festival.

All portable electrical equipment must be earthed and have a working portable earth leakage circuit breaker (RCD). RCDs must be tested before each use by pressing "test button". Vendors must provide their own power boards (with earth leakage) and leads for distribution within their site. No double adaptors are permitted, and cords must be completely unrolled. Leads and equipment must be situated so that they do not form a trip hazard for workers or patrons. Please ensure you bring your own cable covers if necessary.

In addition to the above standards vendors must comply with Part 4.7 - General Electrical Safety in Workplaces and Energised Electrical Work under the Work Health and Safety Regulation (NSW) 2011 and the Australian Standard AS3000: 2000 - Wiring Rules.

GAS CONECTIONS INCLUDING LPG & CYLINDERS

Notification of all Gas equipment / appliances is required by each vendor.

All Gas and LPG installations must comply with the relevant Australian Standards AS 1940, AS2030, AS/NZ 1596 and AS 4563 / 2022 for catering gas equipment. Isolation valves must be accessible at all times.

LPG cylinders must be stored and used in accordance with the Australian Standard AS/NZ 1596:2014 and any Statutory and Regulatory requirements. If there is any failure to comply with this requirement the festival staff may, without incurring any liability, remove the cylinders to a safe place and/or terminate the contract with the vendor. Cylinders, regardless of whether they are full or empty should be stored outside in a well-ventilated area, be carried and stored upright at all times and away from flammable liquids or aerosols.

Ensure valves are turned off firmly when not in use. All LPG cylinders on all catering outlets must have a current LPG compliance tag affixed.

WATER

Both potable and non-potable water is available on site.

THERE IS ONLY NON-POTABLE WATER AVAILABLE IN THE FOOD COURT AREA. For drinking water please ensure your tanks are full and you bring sufficient potable water for cooking purposes. Please contact us prior to the event to discuss your water requirements for your site.

SITE RESTRICTIONS

- Strictly **NO GLASS**
- The right is reserved to vary advertised performing artists, entertainment and the festival program
- Entry may be refused if wristbands are damaged or defaced in any way or are not purchased from the organisers or authorized points of sale
- You are responsible for your own property - There is no storage available at the festival
- NSW Road Laws apply on the Deniliquin Festival Site
- The organisers may refuse you entry into, or remove you from the festival if you:
 - a) Do not obey these terms and conditions
 - b) Refuse to allow the organisers to inspect bags, containers and vehicles at the festival
 - c) If you disrupt the festival
 - d) If you interfere with the enjoyment, comfort or safety of other persons at the festival
 - e) If you have acquired a stolen or counterfeit ticket/ wristband
- No vehicle access allowed during Festival Arena opening hours or site lockdown
- On site speed limit (5km/h walking pace) must be observed and adhered to
- No amplified music or public address systems to be used at your site
- No pets or livestock (except for official guide dogs)
- No alcohol or illegal substances
- No fires
- No products that can be used as a weapon or missile or may cause injury to others may be sold
- Drug and alcohol consumption is prohibited by all persons staffing any trade/catering site
- No digging of holes or driving any objects into the ground without first ensuring that there are no underground power cables, telephone cables or water pipes which could be damaged
 - All damage caused by you or your personnel will be repaired at your expense.
- Vendors must not, without the prior consent of the Around the Grounds Event Coordinator, permit any person other than the participant, its staff or agents to occupy any part of their site

NON COMPLIANCE WITH SAFETY RULES

The festival has Safety Officers on site as well as the Site Manager and Site Supervisors who will liaise with Vendors throughout the setup period and the festival. If they assess that an activity is unsafe, they can stop all work/activity until the problem is rectified.

The festival retains the right to instantly terminate the engagement of any person who, through their actions, threatens the health or safety of others and/or himself/herself or whose actions may cause damage to property, and equipment.

INDEMNITY

You agree to indemnify Deni Play on the Plains Festival Ltd as the owner of the Festival Site against any loss or damage we as the owner may suffer arising out of your negligence or breach of the Terms and Conditions.

KEY DATES 2025

