



BIG TALK ONE FIRE

First Nations Cultural Festival

EXPRESSION OF INTEREST: FOOD VENDORS

Event: Big Talk One Fire Festival 2024

Venue: Munro Martin Parklands, 123 Sheriden Street, Cairns

Date: Saturday 7 September 2024

Time: 3pm – 9pm

The purpose of this application is for an individual or business to express interest in participating as a food vendor at UMI Arts Big Talk One Fire Cultural Festival 2024.

APPLICATIONS CLOSE: Sunday 7th July



ABOUT UMI ARTS

UMI Arts is the lead Aboriginal and Torres Strait Islander arts and cultural organisation for Far North Queensland, an area that extends north of Cairns to include the Torres Strait Islands, south to Cardwell, west to Camooweal and includes the Gulf and Mt Isa regions. UMI Arts is a not-for-profit company governed and managed by an Aboriginal and Torres Strait Islander Board. We operate a cultural organisation that assists Aboriginal people and Torres Strait Islanders to participate in the maintenance, preservation and protection of culture. *UMI is a Creole word that means You and Me.*

OUR PURPOSE

To maintain and strengthen the identity of the Aboriginal people and Torres Strait Islanders in our region through our arts and cultural programs.

OUR VALUES

- We conduct our business with integrity and respect
- We work together with our members and stakeholders
- We are committed to creative excellence and capacity building
- We believe that arts and culture connect communities to make them stronger

OUR KEY OUTCOME AREAS

1. Skilling our First Nations artists and communities for success
2. Strengthening and sharing our local cultures
3. Growing partnerships
4. Being a strong voice for Indigenous arts and culture

BIG TALK ONE FIRE

FIRST NATIONS CULTURAL FESTIVAL

EVENT BRIEF

PROGRAM RATIONALE

UMI Arts Big Talk One Fire First Nations Cultural Festival will be held at Munro Matins Parklands on Saturday 7 September 2024, from 3pm to 9pm. It is a free public arts and cultural event (fees charged for workshops & selected activities) that provides the opportunity to:

- Provide an opportunity for emerging First Nations Arts and Cultural practitioners to perform at a major events venue in Cairns.
- Provide a market platform for First Nations artists and businesses to promote and sell their artwork, giftware and services.
- Create a community festival atmosphere where First Nations people can come to celebrate Aboriginal and Torres Strait Islander cultures, be inspired by our arts, share information, and learn together.
- Acknowledge Cultural Resilience and promote Cultural Strengthening.
- Encourage members of our First Nations Arts and Cultural Sector and the wider community to participate in the preservation and protection of culture.
- Inspire members to stay connected, upskill, and create.

PARTICIPATION CRITERIA

1. Participants must submit an **Expression of Interest** to be considered by **7th July 2024**.
2. **Food Vendors must hold Public Liability Insurance.**
3. **Food vendors must hold a Cairns Regional Council Food Business Licence and must comply with the provisions of the Food Act 2006 and the Australia New Zealand Food Standards Code.**
4. COVID Safe Practices: UMI Arts will practice safe hygiene practices by ensuring hand sanitisers are available to participants and encourage social distancing where possible.
5. For applications to be considered, each applicant is required to supply the following;
 - a. A 50 – 150 word business description
 - b. 1 x image of business logo
 - c. 1-3 x high resolution profile images
 - d. Completed media release form, which provides consent to use images both online and in print so that we can promote you, your product, Big Talk One Fire Festival and UMI Arts, including future internal publications and marketing.

IMPORTANT INFORMATION

FEES & PAYMENT

Self-contained van/trailer: \$300

This includes:

- a powered site for self-contained van in high traffic area of Munro Martin Parklands between the main entrance and the main stage.
- Promotion and advertising by UMI Arts leading up to the event

Food Vendor without self-contained van/trailer: \$400

This includes:

- a powered in high traffic area of Munro Martin Parklands between the main entrance and the main stage.
- 1x Standard sized (3m x 3m) covered stall (erected by venue)
- 1x Table (1800mm long x 760mm wide x 900mm high)
- 1x tablecloth (black)
- 2x Chairs
- 1x light
- Promotion and advertising by UMI Arts leading up to the event

Once notified that your application to be a food vendor has been successful, the food vendor agrees to **confirm the application through payment of the fee to UMI Arts office by no later than 4pm Friday 12th July 2024**. No payments will be accepted after this date.

PUBLIC INSURANCE LIABILITY

Approved Food Vendors will need to provide proof of their **Public Liability Insurance**.

FOOD BUSINESS LICENCE

Approved Food Vendors will need to provide proof of their **Food Business License**.

BUMP-IN

Big Talk One Fire Festival will be held on **Saturday 7 September 2024**, from **3pm to 9pm**. Food Vendors will be allocated a specific site, indicated on a map showing the location.

- Food Vendors can be set up from **9am Saturday 7 September 2024**.
- Food Vendors must be ready for operation by no later than **2pm** and must remain operating **until 9pm unless sold out**.
- There is absolutely **NO PARKING ON SITE** for additional vehicles.
- No vehicles will be allowed to move onsite from 2pm – 9pm.
- You are encouraged to bring an outdoor collapsible wagon cart to assist with your set-up.

BUMP-OUT

- Pack up must not begin until **after 9pm** on Saturday 7 September 2024.
- Pack up must be completed by **10pm** on Saturday 7 September 2024.
- Waste disposal must be in practice with Environmental Protection Act; all vendors are responsible for their own waste removal.

DISPUTES/ COMPLAINTS

Disputes or disagreements should be lodged in a formal manner and depending on the nature of the complaint; in writing to UMI Arts, email: finance.manager@umiarts.com.au or PO Box 15044 EDGE QLD 4870. If a stall holder wishes to make a complaint about another stall holder the complaint must be in writing and include the complainant's name and address. The complainant's identity will be kept confidential by UMI Arts and its staff members.

ISSUING COMPLAINT NOTICES

1. The UMI Arts Big Talk Event Coordinator may issue a vendor with a complaint notice if the office considers that the performer:
 - a) Has behaved or is behaving in a manner likely to cause distress, disturbance, inconvenience, damage or harm to any other person present at the market;
 - b) Has engaged or is engaging in abusive or threatening behaviour towards other stall holders, members of the public, UMI Arts staff including markets team, or security;
 - c) If the stallholder is in breach of any terms and conditions of the application.
2. A notice may also be issued verbally by the Event Coordinator and will generally be followed up in writing depending on the severity of the case.
3. For your right to appeal a notice which has been issued, please contact the Corporate & Finance Manager of UMI Arts on 40 416 152 or email finance.manager@umiarts.com.au during business hours.

OTHER

The Event Coordinator has the right to have a vendor removed from the UMI Arts Big Talk One Fire festival, either before or during the event, if the vendor is in breach of any of the terms of this agreement.

FOOD VENDOR APPLICATION

PLEASE COMPLETE AND RETURN BY 30 JUNE 2024

Name of Business

As it will be displayed at event

Business Details

For invoicing purposes

Address:

Phone:

Email:

Please provide a brief description of your business and food you will offer:

Are you a UMI Arts member?

YES

NO

Any other info we should know about?

Contact Details of representative/s who will be in attendance at the festival:

Contact 1:

Name:

Phone:

Email:

Contact 2:

Name:

Phone:

Email:

Please include a copy of your **Public Liability Insurance Certificate of Currency** and your **Food Business License** with this application.

**MEDIA
RELEASE**

I..... (name of Individual/company) give permission for UMI Arts to make a photographic/audio-visual record of my art/performance and/or my participation in UMI Arts Big Talk One Fire Festival at Munro Martin Park on 7 September 2024.

I authorize this material to be reproduced by UMI Arts for promotional and educational purposes. UMI Arts will acknowledge me by the name stated above whenever images or records of me and my work are reproduced by them or their agents and/or contractors for promotional and educational purposes.

**I/We _____(print name)
have read and understood the terms of the agreement. I accept the terms
and conditions of this agreement.**

Signed: _____

Date _____

PLEASE ALSO INCLUDE WITH YOUR APPLICATION:

1-3 x high-resolution images (JPEG, PNG or PDF) of your logo and profile images
To be used in promotion and advertisement leading up to the event

RETURN THIS APPLICATION TO:

UMI Arts Event Co-Ordinator

Email: events@umiarts.com.au

Phone: (07) 4041 6152

Address: Shop 4/1 Jensen Street, Manoora

Postal Address: UMI Arts Limited, PO BOX 1100 NORTH CAIRNS QLD 4870

THANK YOU FOR YOUR APPLICATION TO PARTICIPATE IN BIG TALK ONE FIRE 2024!

PLEASE CONTACT (07) 4041 6152 OR EMAIL EVENTS@UMIARTS.COM.AU

IF YOU HAVE ANY QUESTIONS.

