

THIS IS THE FIRST TIME I HAVE APPLIED FOR A STALL AT THE PLANTING FESTIVAL, WHAT SHOULD I DO TO GET ACCEPTED?

Make your application stand out by answering all the questions, attach all the documents requested and send in only photos that make your stall look enticing, exciting and beautiful.

The village of The Planting Festival is on a small parcel of the land at Woodfordia, the site of Woodford Folk Festival, it does not have the same layout and changes are made yearly to accommodate venues, art installations, internal departments, our retailers and bars.

This is our selection criteria:

- Retailers who follow the correct procedures with the application process
- Retailers who have new and innovative ideas
- Stallholders that strive for excellence and work well with others
- Retailers who are flexible, act professionally and believe in what it takes to create a festival
- Stallholders who offer fresh, nutritious and wholesome foods and beverages
Stalls that are bright and festive, with clean presentation and interesting appearance
- Retailers who provide ethically sourced goods with emphasis on quality and originality of stock
- Retailers who understands 'it takes a community to build a community'

WHEN DO APPLICATIONS OPEN FOR THE PLANTING FESTIVAL IN 2020?

Stall applications open on the 2nd March 2020.

WHEN DO APPLICATIONS CLOSE?

Stall applications close on the 20th March 2020 at midnight, stallholders will be notified asap on the result of their application.

I AM NOT VERY GOOD ON THE INTERNET AND AM HAVING TROUBLE FILLING OUT THE FORM?

If you are having difficulty or find it challenging to manage the application, see if you can get a friend or family member to help. If you continue to have difficulties email stalls@woodfordia.com one of our team will contact you and assist with this process. Once applications are open you may phone the office, and someone will contact you back.

HOW MUCH DOES IT COST TO HAVE A STALL AT THE PLANTING FESTIVAL?

This depends on the size and type of stall, if you start the application process you will find all our fee schedules on the application form.

I REPRESENT A COMMUNITY GROUP ARE WE ABLE TO ATTEND AS A STALL?

We have worked alongside many community groups since the early days, they have had the opportunity to network and raise awareness about their cause, sell merchandise to fundraise and show a presence to the 1000's who join us.

We continue to support Non-Profit Organisations and Associations that align with Woodfordia and benefit the community. If your community group brings joy and benefits the wider community, inspires people and seeks out justice, we welcome your application as a community group. We ask that all community groups contribute and pay a reduced site fee and hold current public liability insurance.

YOU LIST COMPLIMENTARY TICKETS THAT ARE SUPPLIED ON THE APPLICATION FORM, DOES THIS MEAN I GET THE NUMBER SPECIFIED OR AS THE STALLHOLDER DO, I GET AN EXTRA TICKET?

Sorry, no, the total number of complimentary tickets as specified on our web application is the total number you receive.

IF I BUY A STAFF TICKET AND THE STAFF MEMBER CHANGES WHAT DO I DO?

You can change the names on your tickets without incurring additional charges via your stallholder's portal.

WHAT DO I DO IF MY STAFF MEMBER DOESN'T ARRIVE AT THE SAME TIME AS I DO AND I HAVE THEIR TICKET?

You need to be responsible for your team and make some arrangements to meet them, please make sure your staff can contact you. You should email the tickets to your staff beforehand; this will make it easy. They must bring photo ID with them and have proof of the ticket. You are all responsible to take them to your designated camping area allocated to your stall in the Stallholders Camping Areas.

WHAT HAPPENS IF I ARRIVE AT THE FESTIVAL AND I HAVE LEFT MY TICKETS AT HOME?

You can access your tickets on your personal stallholders' portal, go to the main gate with photo ID and your tickets can be re-printed. This may take some time, and we ask you to be patient, it is best to remember your tickets.

CAN I PURCHASE ADDITIONAL TICKETS AT THE GATE?

Tickets will only be purchased online via your portal, we do not accept cash sales at the gate, if you require additional tickets, internet access and computers will be available at the main gate, please remember to be prepared for a wait, if you do not have your ticket with you and photo ID.

WHAT IS A STALLHOLDERS PORTAL?

This is a link to a secret room (portal) which unlocks all the secret stuff about your journey with us at Woodfordia, it will enable you to look at your complimentary tickets, purchase additional tickets, make changes to your tickets and view some hot gossip about the festival, it's all at your fingertips. Your link will be emailed to you during April.

WHEN DO I START AND FINISH TRADING?

Patrons have access to the festival precinct from 4.00pm 1st May 2020. The festival finishes on Sunday at 10pm 3rd May. Our patrons and guests have access to the festival precinct 24 hours a day during the festival. General Stallholders must be open for trade from 9am-10pm, Food stalls to open from 7am-10pm, cafes and hot spot breakfast stalls are encouraged to start trade from at least 7am, all stallholders can trade earlier or later than these times.

I WOULD LIKE TO OPEN ONLY FOR A FEW HOURS A DAY OR WANT TO CLOSE UP EARLY TO GO AND DANCE, IS THIS POSSIBLE?

Unfortunately NO, your stall will be part of a bigger precinct, we have found when stallholders do not open in time or close down earlier it creates a hole in the street, patrons choose not to wander down darkened roads, so keep trading during the times please, to make your area buzz and your fellow retailers happy because the area was alive and welcoming.

I HAVE ANOTHER MARKET ON THE 3RD MAY. CAN I LEAVE EARLY ON THE SATURDAY?

There are patrons on site right up until the Monday lunchtime. You can close at 1pm and start packing but there are no vehicle movements allowed onsite before that time.

HOW MANY PEOPLE ATTEND THE FESTIVAL?

There are many factors that influence attendance. For the last three years the average attendance has been 5200 over the whole weekend.

CAN I REQUEST A SPECIFIC SPOT?

The festival layout changes every year, we cannot guarantee you a specific position. We try to accommodate any special needs or requests.

IS THERE ROOM TO PARK MY VEHICLE AND SET UP A CAMP BEHIND MY STALL?

In most areas on site there is room to either camp or park a vehicle, make sure you show your camping and parking requirements on your stall plan and camping plan and that of your crew, this is important so we can prepare to fit everyone in the designated stallholder camping spaces.

MY TENT IS BEING ERECTED ON THE 30TH BUT I ARRIVE ON THE 1ST, CAN I PARK BEHIND MY STALL?

Probably not. You will not have access unless you can drive through your tent.

Prepare to park the car in before your tent gets constructed, driving through or over your neighbors' floor is not an option and not all areas will provide vehicle access. Once your car is parked behind your stall it needs to stay there for the duration of the festival.

I AM CAMPING BEHIND MY STALL AND IT IS REALLY NOISY CAN THE SOUND BE TURNED DOWN?

If you request to sleep behind your stall in the festival precinct, it may take you some time to adjust to the noise. Our Sound Engineers monitor sound at each stage and unless there are exceptional circumstances the sound levels will not be altered. You may want to bring earplugs or camp in the Stallholders camping areas.

WHAT IS THE VEHICLE ACCESS TIMES FOR DELIVERIES?

Between 4am and 8am only during the festival, vehicle passes must be displayed to access the area.

WHAT DO I DO IF MY DELIVERY ARRIVES LATE?

Contact the Stalls Office and depending on your location we will arrange a drop off spot outside the festival precinct, you will be able to carry or trolley your stock from this point.

WHAT IS THE WEATHER LIKE?

The weather varies from year to year, some years conditions are ideal, cooler evenings and brisk mornings are usually occurring. Bringing wet weather gear, just in case is always a good idea. Extra socks that beanie, and the shawl will keep you cozy at night.

DO WE NEED TO PROVIDE TABLES AND CHAIRS IF WE ARE A FOODSTALL?

Yes, this is compulsory, and it complements the ones that are hired for the patrons to use, we ask all our food stalls to bring seating and tables; oil skinned tablecloths are encouraged for both the presentation but also the ease of cleaning and making the place look fresh.

DOES THE PLANTING FESTIVAL HAVE LAUNDRY FACILITIES FOR STALLHOLDERS?

Stalls that require laundry services eg: towels, tablecloths and/or kitchen towels, may have access to a laundry on site, this is still being considered. Stallholders are only permitted to bring washing machines or dryers prearranged and approved, they must be noted on your electrical and plumbing forms.

DO I NEED A FLOOR?

Make sure your stall structure is strong and sturdy; you need a floor or need to build a floor. Make sure your stock is stored well and off the ground, some stallholders use large plastic tubs with lids to protect excessive stock.

I APPLIED TO SELL HANDMADE CLOTHING BUT HAVE JUST BEEN ON HOLIDAY TO BALI AND I WANT TO SELL SARONGS?

You may only sell items specified in your application unless you have written permission from the stalls team to make changes.

CAN I GET CHANGE FOR A FLOAT AND ARE THEIR BANKING FACILITIES ONSITE?

We are unable to supply change for floats, but often it is possible to make arrangements with other stallholders once you build up relationships.

The nearest banking facilities are in the township of Woodford. There is an ANZ Bank and Post Office. You will find other banks in Caboolture or Beerwah, it is best to check with your bank.

Be mindful that there are public holidays falling over the festival period.

Mobile banking systems can be used as your point of sales

DO YOU GET MUCH THEFT, DO YOU SUPPLY SECURITY FOR MY STALL?

We have roaming licensed security guards and Police on site, but they are not there to guard specific stalls during the festival.

We have had occasional instances of theft and we ask stallholders to be vigilant and report any instances of theft to either the stalls manager or patron hotline as they occur.

If you have valuables in your stall it is a good idea to lock them away, please do not leave valuables or money overnight, as much as we wish this does not occur at Woodfordia, we are sad to say it has in the past. If you feel uncomfortable or something feels not right ring the patron hotline asap.

I HAVE A FOOD STALL, IF I FORGET TO BRING MY REGISTER OF DANGEROUS AND HAZARDOUS SUBSTANCES/CHEMICALS, WHAT WILL HAPPEN?

QLD WorkSafe may check random stalls. The Stalls Team will be checking that you have your Register with you, and that all staff are aware of its location and purpose.

I FORGOT TO GET MY LEADS TAGGED AND TESTED CAN I GET THIS DONE ONSITE?

Woodfordia Inc electricians are unable to provide this service at a reasonable cost. It will be a lot easier and less expensive if you get this done before you arrive.

DO ALL MY STAFF, WORKERS OR VOLUNTEERS NEED TO DO THE "SAFETY INDUCTION" PRIOR TO COMING ON SITE?

Yes, we really need everyone to be safe and it is compulsory that everyone who attends the festival to set up, participate or pack down and are associated with a stall, completes this process. This way we all know and understand 'how to keep safe at WFF, and how to keep others safe'

DO MY KIDS NEED WRISTBANDS?

Yes, everyone on site must wear a wristband or an ankle band with a lanyard, we will support your child to wear one and understand that at times this may be challenging.

WHAT ARE MY OPTIONS FOR CAMPING?

Some stall sites may have enough room behind them for camping, otherwise we offer camping in the stallholder's camping areas. Our seasonal camping and overnight camping are designated for our patrons who come to the festival to support us all. Let's keep the best for them, stallholders camping areas have access to toilets and showers located nearby. Stallholders amenities are also centrally located in the precinct designed specifically for the use of retailers and their crew.

IS THERE FIRST AID ON SITE DURING SET UP?

Yes, we have first aid on site during the set up and pack down, our medical centre will be fully operational during the festival.

CAN I BRING MY PETS TO THE FESTIVAL; NO ONE CAN LOOK AFTER THEM?

No, the only animals allowed at WFF are our native friends who live here or are companion pets/seeing eye dogs. To register your companion pet please see our [Assistant Animal application form](#) on our website.

I HAVE A MEDICAL CONDITION THAT REQUIRES ME TO HAVE ELECTRICITY AVAILABLE TO SUPPORT MY NEEDS AT NIGHTTIME, IS THERE POWER AVAILABLE IN THE STALLHOLDERS CAMPING AREA?

There is no available power in the stallholders camping areas. We support everyone at WFF and will ask you to elaborate on what you need, we have areas set aside for folks who require electricity to support equipment, this is away from the stallholders camping area, however still nestled close by. Please see our accessible camping information on the website

WILL LAKE GKULA BE OPEN FOR SWIMMING?

We would like to consider the lake will be operating during the build and festival for the brave hearted and committed swimming, during the festival workshops pertaining to the festival will be occurring, keep your eyes tuned to the workshop programs on offer.

WILL THE FESTIVAL BE ORGANISING MILK AND ICE DELIVERIES?

We will let you know closer to the festival what dispatch will have on offer.

WILL THERE BE A GENERAL STORE AT THE FESTIVAL?

Yes, however it will be more than a General Store, it will be a Store of Many Things, it will house lots of goodies to make our patrons experience a bit easier supplying last minute items, drinks and merchandise. Woodfordia Inc Café will work directly within the store, supplying our delicious beverages.

WHEN I BUMP IN TO THE FESTIVAL SITE, CAN I STAY ON SITE TO BUILD MY STALL? When you have bumped into the stalls office and registered you are here you can stay on site and camp in the area that is allocated to you, hot showers and toilets will be available to use. Meals are available from our workers kitchen, The Duck, during the build and at bump out, you need to let the chefs know you wish to purchase meals as soon as you arrive on site. There is a great selection of choices catering for many diets and customs.