APPLICATION FOR RETAIL TRADE SITE
2027 FESTIVAL

Saturday 27th of February 2027
Village Green, Heywood, Victoria 3304
Hours of operation: 10am – 10pm

Dear **Retail market trader**,

Please find enclosed an application form for a retail trade site at the Heywood Wood, Wine & Roses Festival to be held on Saturday 27th of February 2027.

Each site is approximately 6 metres wide by 4 metres deep. Site fees for the 2026 festival have been set at the following rates:

Retail Trade Sites:	$50.00
Powered Sites:	$10.00 additional charge (limited power available)

Each stall will be issued with one complimentary pass, and ONE additional pass is available for $5.00. If required, additional passes are available at a cost of $25 per person.

The Festival Gates open at 7am, we would prefer the retail market stalls trade until at least 6.30 pm.

For setup purposes, it would be appreciated if stallholders could set up on the Friday beforehand as there is plenty of security at the festival site during the night.

As there are a limited number of sites available, the attached application form and site fee/s must be returned before 20th of January 2026 to secure your site at the festival.

Yours faithfully

Coreen Barclay
Stallholder CoOrdinator
Phone (03) 5527 2034
Mobile 0428 342 287
Email: markets3304@gmail.com

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2027 FESTIVAL

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Village Green, Heywood, Victoria 3304
Hours of operation: 10am – 10pm

Business Name: _____

THIS NAME WILL BE REGISTERED BY THE ORGANISERS AND SHOULD BE QUOTED ON ARRIVAL FOR ASSISTANCE IN SITE ALLOCATION

Contact Person: _____

Address: _____

Town/Suburb: _____ Postcode: _____

Contact Phone No: _____ **Mobile phone:** _____

Email Address: _____

Product Type: (a full description of all products being sold &/or service/s provided)

_____

_____

Site size required: Standard (6m x 4m) Yes / No (other – please circle NO and give EXACT measurements needed below)

Other – please specify area needed (frontage x depth) _____

Number of sites required _____

Extra passes - One at $5 _____ Number at $25 each _____

Other Requirements: (Tick if applicable)

Require Power (limited) ☐ Operating at night ☐

Erecting own tent/gazebo ☐ Vehicle to be kept on site ☐

Other Comments: _____

_____

GENERAL INFORMATION

- Site Size:- All sites will be a standard size of 6 meters frontage x 4 meters deep unless otherwise specified on the application form.

- Retail Stalls: - $50 per unpowered site. Applications close Friday 20th December 2025.

- Powered Sites (food & retail):- $10.00 additional charge (limited powered sites available)

- Gate Passes:- One festival pass will be issued to the stallholder applicant. Stallholders may purchase **one only** extra pass for $5.00, any additional passes required will be charged at $25.00 each.

- As site numbers are limited and to ensure you obtain a site, the application form and site fees must be received before the due date via the following methods.
  - Snail Mail (Post) completed documentation along with the cheque made out to Heywood Wood Wine Roses Inc, to PO Box 82, Heywood VIC 3304
  - Email completed documentation to markets3304@gmail.com and…
  - Direct Deposit payment to Heywood Wood Wine Roses Inc
    633-108 Account no 134406453 you must reference your business name

- Site numbers and receipts will be posted / emailed approximately 2 weeks prior to the festival date.

- Please enter the festival site via gate 2 / Hunter Street east (south side of IGA).

- For setup purposes, it would be appreciated if stallholders could set up on the Friday before the event as there is plenty of security at the festival site during the night.

- For those who can't setup the day before to the event, the festival site gates will open at 7am on the morning of the festival.

- All sites are to be setup by 9.30am. Sites are to remain open from 9.30am until 6.30pm

- All vehicles that are not contained totally within the site and are not an integral part of the display or stall, must be relocated to an approved parking area outside the town green prior to 9.30am. There is free parking at the Recreation reserve.

- All equipment must meet the Victorian Energy Safe requirements.

- All power leads need to be in good working order and be tagged.

- Any stallholder who is responsible for the safety switches being tripped, will have their power supply disconnected.

- The following items are banned from sale at the festival. There is no exception to this list: -
  - Any firearm, replica firearm or toy guns of any description. (This includes water pistols and cap guns).
  - Any knife or bladed weapon that is banned by state laws.
  - Stink bombs and cans of silly string.
  - Any other prohibited weapons / items that are banned by state laws.
  - Please Note: Local police may be contacted if any breaches of state laws are detected by festival staff or security staff.

- No Dogs are allowed within the festival site. All Pets are excluded from the festival grounds due to Health and Safety regulations.

- No push bikes, roller blades, roller skates or skateboards are permitted on the village green during the event.

I have read the general information sheet and agree to abide by the conditions outlined.

Signed _____Date_____

Office Use Only:

Amount Received: $_____Date Paid: _____

Site Number(s) _____ Receipt Number _____

ACCOMMODATION LIST:

Should you be planning to stay overnight or longer, a list of available accommodation is listed. Any enquiries regarding accommodation should be directed to the accommodation providers directly.

Heywood Hotel	47 Edgar Street, Heywood	Ph. (03) 5527 9149
Heywood Motor Inn	42 Portland road, Heywood	Ph. (03) 5527 1703
Pinewood Caravan Park	2 Bell Street, Heywood	Ph. (03) 5527 1370
Melaleuca Motel	23 Bentinck Street, Portland	Ph (03) 5523 3397
Whalers Rest Motor Inn	8-12 Henty Hwy, Portland	Ph (03) 5523 4077
Admella Motel	5 Otway Court, Portland	Ph (03) 5523 3347
Mariner Motel	196 Percy Street, Portland	Ph (03) 5523 2877

Free camping & parking is also available at the Heywood Recreation Reserve,
in which gate 3 connects directly to the area.