



2026 WORLD WEEK (STUDENT COMMUNITY DINNER) – STALLHOLDER TERMS & CONDITIONS

1. Weather, Security and/or Public Health Implication – Student Community Dinner goes ahead rain or shine, except in case of emergency, security or safety threat, extreme weather, government directive, or other extenuating circumstance. A decision to cancel the event will be at the determination of Curtin Student Guild, or at the instruction of Curtin University, or as required under government directive, legislation, or law. In the event World Week is cancelled, stallholders will be notified directly via email. No compensation (financial or otherwise) will be provided to stallholders in the case of event cancellation. Should Student Community Dinner be cancelled mid-event (that is, after the event has commenced) due to an immediate security, weather or public health threat, all stallholders will be notified in person by event staff. Vendors must follow the evacuation instructions given by the event organiser immediately and without delay.

2. Stall Restrictions

- **Sale Restrictions** - The sale of any items - including but not limited to food, beverages, books, merchandise, or other goods - is prohibited unless it meets the following criteria:
- **Merchandise and other items** - Only permitted if the profits are directed to the stallholder (i.e., the organisation or club hosting the stall) and declared within the application. Funds are not to be raised for third parties.
- **Food & Beverages** - No food or beverages are to be sold at the event (giveaways only), unless explicit written approval has been granted by the Guild as part of the stall application process.
- **Third Party Participation or Promotion** - The only organisations and individuals permitted to have a presence at stalls within the event are representatives of the organisation under whom the stall has been booked and approved. No third party organisations or individuals are permitted to attend, promote, and/or otherwise participate at stalls. Stall sites may not be "shared" with third parties or others. Stall approvals are not transferrable.
- **Animal Restrictions** – No animals are permitted onsite at any given time, this includes pre, during and post event, unless written approval is provided by Curtin Student Guild and/or Curtin University.

- **Previous Misconduct** – Groups or organisations who have a known history of inappropriate conduct towards Guild or University staff and/or students will not be permitted to attend the event. Examples include, but are not limited to, verbal and/or physical abuse or harassment; rude or menacing behaviour; or prior disregard of policies, terms, and conditions.
- **Ethical Concerns** – Groups or organisations whose values significantly conflict with the values of the Curtin Student Guild and/or Curtin University, or whose objectives and/or practices are deemed not to be in the best interest of Curtin students, may be prohibited from attending the event.

3. Health and Safety - All stalls must comply with health and safety standards. Risk assessments must be provided if so deemed by Curtin Health and Safety. Please clearly disclose all intended activities, set-up/infrastructure, layout, equipment/items, and giveaways for your stall within your application form, to allow us to assess your application accurately. It is the stallholder's responsibility to stay home and not attend the event if feeling unwell, leave the event if symptoms develop, to keep hands and stall surfaces/equipment clean and sanitised throughout the day.

4. Food & Beverage Giveaways - As per clause 2C, no food or beverages are to be sold at the event unless prior arrangements have been made with, and approved by, the event organisers. Due to local council food service restrictions and OH&S regulations, stallholders are also not permitted to supply any food or beverage unless it is pre-packaged, commercially purchased/manufactured, non-perishable, and individually sealed. All intended food and/or beverage to be distributed must be clearly outlined on the stallholder application form, and the Curtin Student Guild reserves the right to prohibit the sale/production of food and/or beverages at the event. If you wish to discuss food giveaways or sales beyond the parameters outlined above, please contact the event organiser prior to applying for a stall. Stallholders must follow advice provided by the event organiser on how food and beverage items should be safely distributed. Stallholders are solely accountable for resulting consequences from distribution of food and beverages at the event.

5. Electrical Equipment & Access to Power - Stallholders must inform the Guild of any intention to use electrical equipment, and clearly specify what equipment they plan to use. All electrical equipment brought to the event must be pre-tested and tagged for safety by a certified electrician. If equipment does not comply with the safety standards set by the Curtin Student Guild, stallholders will not be permitted to use that equipment. Power use may incur an additional fee. Access to power is strictly limited, not included in any discounts, and subject to availability.

7. **Equipment** - Curtin Student Guild provides trestle tables only, and marquees if in non-shaded areas. It is the responsibility of the stallholder to arrange any other requirements needed for the stall (i.e. noticeboards, tagged extension cords, chairs, etc.), undertake the set-up and installation of these items on the day, and to disclose all items within their application form. Any equipment provided to you by the Guild at the event should be given proper care at all times. Should equipment go missing or become damaged in any way, the responsible parties will be invoiced at full retail cost.
8. **Bump In / Bump Out** - Stallholders attempting to enter or exit the event outside the designated set-up and departure windows will be denied entry.
9. **Stall Placement** - Stall locations are allocated at the sole discretion of the Curtin Student Guild, and specific locations cannot be selected by stallholders. Stall placement is made in consideration of numerous extensive logistical factors in respect to the event as a whole (including, but not limited to, access to power, access/egress routes, music/noise levels, type or tone of surrounding stalls, stall size and set up requirements, etc.).
10. **Approvals** - The Curtin Student Guild, as the event organiser, has the sole right to approve or deny stallholder applications. The Curtin Student Guild has the right to veto any stall and/or promotional activity that may not be in the spirit of the event, conflicts with the provision of other services, or for any other reason. There are a limited total number of stalls available at the event. In the case of maximum stall capacity being exceeded, the event organiser will select successful stalls in order of preference and based upon the overall value to students and the event as a whole. No preference or priority is given to stalls who apply early, all stalls are assessed equally provided their application has been submitted correctly prior to the application deadline. Submission of this application does not constitute the Curtin Student Guild's acceptance of the application. Successful applications will be confirmed in writing by the Curtin Student Guild. Approvals are issued for, and only for, the organisation named within the stall application form, unless otherwise stipulated. Stall spaces are not transferrable to third parties, additional parties are not permitted to attend or be present at the stall unless explicitly approved by the event organiser prior to the event, and no activities are permitted at the stall outside of those disclosed within the application form, or otherwise approved by the event organiser.
11. **Prohibited items** – Stallholders must not sell, distribute, use or offer an item referring to alcohol abuse, drug use, violence or that are sexually explicit or suggestive in nature. If the Curtin Student Guild considers any item, good or material being distributed, sold, used or offered as unsuitable, objectionable or offensive, the stallholder must immediately remove it from the event and discontinue any future action with this item, good or material.