

2026 - POP-UP STALLHOLDER TERMS & CONDITIONS

As at 12/09/2025

While this document is correct at the time of publishing, changes may arise that are beyond our control that may affect the running of the event. Update notices may be issued to stallholders at our discretion via email and take precedence over this document.

KEY DATES:

Sunday 9 November 2025	Online stallholder applications CLOSE.
Friday 21 November 2025	Applicants advised their stall application outcome.
Friday 12 December 2025	Stallholder contracts and invoice for site fee sent.
Friday 9 January 2026	Payment of site deposit, countersigned contract, and Public Liability Certificate of Currency due.
Friday 6 March 2026 8am - 12pm	Stallholder Set Up Days NO vehicles - Site access to: <ul style="list-style-type: none"> • set up stall • load-in stock (only on foot), and • undertake safety inductions. NOTE: Strictly no vehicle access.
Friday 6 March - Monday 9 March 2026	EVENT LIVE
Monday 9 March 2026 - Overnight, approx. from 12am	All Stallholder Equipment OUT - Stallholders must remove all goods and equipment from site.
Friday 13 March 2026	Final Settlement - Stallholder takings transferred.

6-9 MARCH 2026 • BOTANIC PARK / TAINMUNTILLA

Produced by WOMADelaide Foundation Ltd / ABN 55 106 584 230 / ACN 106 584 230 / Managed by Arts Projects Australia & Womad Ltd. 12 King William Road, Unley SA 5061 **P** +61 8 8271 1488 **E** info@womadelaide.com.au **W** womadelaide.com.au

The WOMADelaide Foundation is a non-profit body established to present the annual WOMADelaide Festival and is registered on the Commonwealth Government's Register of Cultural Organisations

TRADING TIMES:

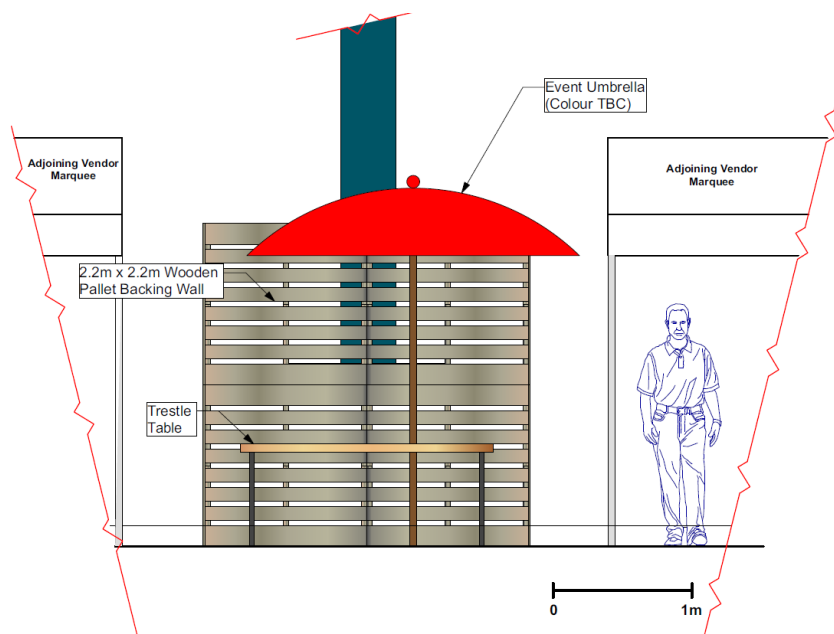
Below are the minimum required trading hours, however stallholders are encouraged to operate up to the conclusion of the program each night (approx. 12am). Stallholders will be notified of any event changes that are to occur during this time.

Day	Open	Trade until (min.)
Friday 6 March 2026	4pm	10:30pm
Saturday 7 March 2026	12pm	10:30pm
Sunday 8 March 2026	12pm	10:30pm
Monday 9 March 2026	12pm	10:30pm

Stallholders must have ceased trading, turned off external signage lighting and closed serving counters and stall frontages strictly within 15 mins of the conclusion of performances on Foundation Stage 1 and Stage 2.

APPLICATION FEE:

- A non-refundable application fee of \$50 is required as part of the online stall application lodgement process. Applications without this payment will not be considered
- This \$50 application fee is to be paid with a credit card using WOMADelaide's secure Stripe payment portal.
- A tax receipt and tax invoice will be emailed upon successful payment of the application fee.



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POP-UP SITES:

POP-UP SITE FEES - non-refundable site fee of \$400 plus GST to be paid to secure your site, plus 12.5% of takings to be deducted from settlement totals *see Cashless section for more details.

- Site size - 3m frontage x 3m deep space (total area of 15m²) (see above image for concept art)
- WOMADelaide will provide pop-up stallholders with the following:
 - 1 x timber trestle table (2400mm long x 740mm wide x 700mm high)
 - 1 x umbrella with steel pole and concrete base
 - 1 x Backing Wall for display
 - 1 x Secure Shared Storage Container (for safe storage of stock overnight)
 - 1 x POS terminal for event use (see **Cashless section** for more details)
 - 2 x chairs
 - 1 x fluoro light
 - 700 watt power allocation
 - 8 x single day stallholder wristbands (2 x each day), for staff only
 - 1 x **Stallholder Parking Pass** (see **Vehicle Access section** for more details)
 - **Bump-in Bump-out** vehicle passes (see **Vehicle Access section** for more details)
- Stallholders will also be able to utilise up to 6m² of uncovered external space in the immediate vicinity of their stall provided that it does not affect walkways or impact the surrounding stalls (e.g. 1m to the front of stall).

BREACH OF CONTRACT:

- Stallholders found to be in breach of these terms and conditions; who cause damage to Botanic Park, trees, plants or infrastructure; or who contaminate waste streams, will have the cost of damages withheld from their final settlement.

PAYMENT OF SITE FEES:

- Successful applicants will receive an invoice for their non-refundable site fee via email for payment.
- Payment is due no later than **Friday 9 January 2026**.

CASHLESS:

- WOMADelaide 2026 is an entirely cashless event.
- Stallholders will be required to use the POS system provided to them by WOMADelaide as part of their site inclusions.
- Stallholder takings, minus the 12.5% fee, will be transferred to the stallholder's nominated account by **Friday 13 March 2026** (12.5% fee includes any transaction and merchant fees).
- Hire fees for 1 x POS terminal are included in the site fees.
- WOMADelaide and POS support teams will be on site to provide set up and technical support.
- Stallholders found to be using alternative payment systems (including cash) will be in breach of these terms and conditions and stall operations will be terminated for the remainder of the Festival. WOMADelaide reserves the right to withhold payment of final takings until resolved.
- Online portal logins for menus and pricing will be sent to stallholders in January and must be returned by **Friday 6 February 2026**.

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CANCELLATION:

- Stallholders who withdraw from WOMADelaide after signing of contract and payment of site fee, will forfeit the site fee.
- WOMADelaide 2026 is an all-weather event and will proceed rain, hail or shine. No refunds will be issued due to weather conditions.

PUBLIC LIABILITY INSURANCE:

- All stallholders are required to have \$20 million public liability insurance covering their operations at WOMADelaide. The insurance must be valid for the festival dates for **the month of March 2026**.
- A copy of the Certificate of Currency must be supplied to the WOMADelaide Stalls Coordinator with the stallholder's application.

SUPPORT MATERIAL:

- Any documentation that can't be uploaded to the online stalls application form, such as the scaled site-layout drawing or stall photos, must be sent via email at stalls@womadelaide.com.au or via post (Stalls Coordinator, WOMADelaide, 12 King William Road, Unley SA 5061) **by Sunday 9 November 2025**.

STALL PRODUCT RESTRICTIONS:

- Stallholders will only be permitted to sell items listed on their online application form and approved by the Stalls Coordinator.
- Any variations must be approved by WOMADelaide in writing.
- Stallholders will not have an exclusive right for the sale of any product or service at the event.
- The sale of CDs is not permitted.
- Naked flames such as candles or incense are not permitted in retail or display stalls.

STALL LOCATION & PRESENTATION:

- The location of the stallholder's site will be entirely at the discretion of WOMADelaide Management. **All retail and display stalls are located in the WoMarkets retail precinct.**
- WOMADelaide reserves the right to direct stallholders to make improvements where a stall does not meet an acceptable presentation standard.
- Stallholders will not be permitted to use umbrellas, marquees or other items featuring trade logos (e.g. Bunnings or RAA).
- Stallholder signage must be placed within or near vicinity of your stall (approx. 1-1.5m radius of the stall) and always keep walkways clear. Marketing material must not be attached to any WOMADelaide or Botanic Park infrastructure.
- In extreme weather, water misters will be used within the WoMarkets. **Stallholders must ensure their products and stall set up can withstand exposure to all weather conditions.**

PACKAGING:

- All stallholders are strongly encouraged to eliminate single use packaging where practical.
- Where packaging is integral to the sale of specific products, it should be environmentally friendly.
- Plastic bags, and plastic and glass containers are not permitted under any circumstances.

RUBBISH, RECYCLING and LIQUID WASTE:

- WOMADelaide enjoys a unique privilege in using Botanic Park. Protection of the historic trees and other vegetation and the parklands is of paramount importance.
- Shared back of house waste management streams will consist of green organics, paper and cardboard recycling, and dry waste (including clean tin cans).
- One set of waste management streams will generally be allocated between several structures (approx. 15 individual stallholders).
- Stallholders are not permitted to use the bins provided for the general public.
- E-waste (including any power cables) must not be disposed of in any waste management streams or left onsite post-event.
- Stallholders must always keep their stall and the immediate surroundings clean and tidy and must not leave any rubbish post-festival in their stall or surrounding areas.
- **Failure to comply with the waste separation and recycling policies, as well as any attributable damage to the park or equipment supplied by WOMADelaide, will result in recovery of costs from payment settlement. If WOMADelaide cannot identify the source of the contamination, the entire group will be charged with recovery of costs from payment settlement.**

VEHICLE ACCESS TO BOTANIC PARK:

- **During the Bump-in (6 March):**
 - Stallholders will receive a **Bump-in Bump-out (BIBO) vehicle pass** for access to **Plane Tree Drive** for Friday 6 March from 8am until 12pm only. These must be displayed on the dashboard to facilitate access to the site through **Blue Gate**.
 - Pop-up stalls will only be allowed access with their vehicle during bump-in **to access parking facilities**.
- **Whilst the event is live (6 - 9 March):**
 - Each pop-up stall will be supplied with one **Stallholder Parking Pass** to allow parking in the designated area from 12pm Friday 8 March and the remaining Festival days.
 - This pass is **non-transferrable** between vehicles.
 - **Parking spaces are limited and not guaranteed. Parking is on a first come, first served basis.**
 - There is strictly **NO VEHICLE ACCESS** to the **WoMarkets** stalls during event times (between Saturday 8 March and Monday 9 March.)
- **During the Bump-out (9 March overnight):**
 - Stallholders must display their **BIBO** pass for access to Plane Tree Drive during bump-out on Monday 9 March (overnight).

TICKETING & STAFF ENTRY TO BOTANIC PARK:

- Stallholders will be issued with accreditation by tracked express post prior to the festival based on site size.
- Pop-up stalls will receive **2 single day wristbands** for each day of the festival (**8 wristbands total**).
- **After 13 February, replacement wristbands, and any additional staff wristbands will be charged at final release general admission prices.**

- On the bump-in and bump-out days any stalls staff:
 - WITH a **BIBO** vehicle access pass will be admitted to the site, and
 - WITHOUT a **BIBO** vehicle access pass will need to park outside Botanic Park and enter on foot.
- On event days only staff with a valid **Vendor wristband** will be permitted access to the site via public entry gates or Blue Gate/Stage Door. It is the stallholder's responsibility to ensure wristbands are distributed to staff prior to the event. **NO WRISTBAND = NO ACCESS.**

STAFF PAYMENTS:

- WOMADelaide strongly recommends all stallholders to pay their staff Award rates in accordance with the guidelines and recommendations provided by the Fair Work Ombudsman. For more information, please see www.fairwork.gov.au

SMOKE FREE:

- WOMADelaide is a smoke-free event, including stalls back-of-house (BOH) and public dining areas. People wishing to smoke can do so in the designated smoking zones marked on the map.

ALCOHOL AND OTHER DRUGS:

- No alcohol or prohibited drugs are to be consumed by stallholders or their staff when working on site during bump in, while the event is live or during bump out.
- Stallholders or staff found to be under the influence of alcohol or other drugs whilst working or in the stalls BOH areas will be removed from site by Security or SAPOL, and their stall operations will cease. **This will trigger the breach of contract clause and appropriate consequences will follow.**

ELECTRICAL REQUIREMENTS:

- WOMADelaide's electrical contractor will provide temporary electrical distribution to each stall with **700 watt power allocation** included in the site fees.
- Only electrical equipment that has been listed on the stallholder's online application form, and agreed in advance with the Stalls Coordinator, will be permitted.
- WOMADelaide may require stallholders to modify their electrical needs after their application is accepted, based on electrical supplier instructions.
- **Any requests for changes to electrical requirements, after Friday 9 January, will incur a fee per additional outlet, subject to availability.**
- In accordance with AS/NZS 3760:2022 Standard, all electrical equipment and extension cords used by stallholders must be tested and tagged within the last 12 months. Any equipment purchased within the last 12 months, must have a New to Service tag (see example image).
- We recommend stallholders complete testing and tagging of their equipment prior to arriving on site. We cannot guarantee there will be an external test and tag contractor on site during bump in.
- Double-adaptors **are not** permitted; tested and tagged powerboards **are** permitted.
- Only heavy duty extension leads and powerboards are to be used. Domestic leads and powerboards are not permitted.



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- Each stall will be inspected for testing and tagging compliance prior to the commencement of trading at 4pm on Friday 6 March 2026.
- Stallholders must only use generators that are provided by WOMADelaide.

SAFETY REQUIREMENTS:

- **Sturdy closed-toe footwear and high-visibility vests must be worn by stallholders and all their staff throughout all phases of the event set-up prior gates opening at 4pm on Friday 6 March, and on Monday night 9 March (overnight) for the pack-down and load-out.**
- WOMADelaide will not provide hi-viz vests, these must be sourced by the Stallholder.
 - Hi-viz vests are easily and cheaply purchased from hardware stores and specialist safety retailers.
- Children under 12 must not be on-site during bump-in as the site is deemed a construction site.
- **Event and Emergency Briefing and Waste Disposal Induction** sessions for stallholders and their staff will be conducted by WOMADelaide Management on **Thursday 6 March** and **Friday 7 March**. This briefing/induction is **compulsory and essential** to all stallholder trading at WOMADelaide. At least one representative from each stall is required to attend one of these sessions.

OTHER CONDITIONS:

- Stallholders must not assign, share, or sublet all or part of their site without prior written consent from WOMADelaide Management.
- Pets and livestock are not permitted at WOMADelaide.
- Camping and overnight sleeping is not permitted on the WOMADelaide site.
- Music, either live or amplified recordings, is not permitted to be played within stalls.
- WOMAD and/or the WOMADelaide name, brand, logo, or other representation may not be used without prior permission from WOMADelaide Management.
- **Please note:**
 - **Stallholder tickets must not be used to gain prior or preferential entry to the ticket holder space within the festival site.**
 - **Stallholders are not permitted to 'reserve space' within the public areas of the park (using blankets, seating etc.) prior to gates opening to ticketed patrons each day. Items will be removed.**

DISCLAIMER:

- All who participate in WOMADelaide do so at their own risk. The WOMADelaide Foundation and its employees, Arts Projects Australia and its employees, and all the staff connected with the event do not accept responsibility for any injury, damage or theft to any person, property or stock arising by reason of attendance or participation at the Event.
- WOMADelaide does not warrant or guarantee the number of public attendances at the event, nor assure stallholders of any particular level of patronage and turnover.
- The stallholder must agree to indemnify and keep indemnified "the Event" and "the Management" against any claims or charges arising out of any actions or omissions of the stallholder in the performance of the provisions of their stallholder agreement.

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