

# MARYMOUNT SPRING FETE 2015

## CONVENOR REGISTRATION FORM

Stall Convenors are responsible for:

- Set-up and pack up of your stall
- Sourcing quotes and purchasing goods for your stall
- Arranging delivery of goods for your stall
- Sourcing donations for your stall
- Accessing resources where applicable such as tablecloths, napkins etc (that don't require the attention of the Fete Coordinators)
- Layout and presentation of stall
- Rostering help from volunteers
- Communicating resource requirements to Fete Coordinators, ie trestle tables, power requirements

The Fete Coordinators are available to consult on any of the above points where assistance or direction is required.

Name:	
Mobile Phone No:	
Email Address:	
Stall Name:	
Type of Stall:	<input type="checkbox"/> Food & Drink <input type="checkbox"/> Entertainment <input type="checkbox"/> Games & Activities <input type="checkbox"/> Retail
Stall Description:	
Volunteers:	<input type="checkbox"/> I will source my own volunteers <input type="checkbox"/> Please help with sourcing volunteers – Number required per session _____
<b>Resources Required</b>	
Trestle Tables:	<input type="checkbox"/> No <input type="checkbox"/> Yes – How Many _____
Chairs:	<input type="checkbox"/> No <input type="checkbox"/> Yes – How Many _____
Shade Tents:	<input type="checkbox"/> No <input type="checkbox"/> Yes – How Many _____
Electricity:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Float Required:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Other Requirements:	

**Please return to:**

Email: [fete@marymount.qld.edu.au](mailto:fete@marymount.qld.edu.au)

Fax: 075576 2511

In Person: Student Administration Office  
Marymount College

Mail: Attention: Fete Coordinators  
Marymount College  
261-283 Reedy Creek Rd, Burleigh Waters QLD 4220