



## Expression of Interest Campsite & On-Route Vendors

The RACV Great Victorian Bike Ride is widely regarded as Australia's largest, fully-catered, multi-day bike ride. This year, the event begins in the Victorian Alps in Bright and finishes in Benalla, winding its way along the Murray River.

To ensure our riders can enjoy 'a week in another world', we are inviting applications from food and beverage vendors who would like to join us, either at our campsites or on-route, and offer their products to the participants.

With expected numbers of up to 3500 riders, plus over 500 support staff, the RACV Great Victorian Bike Ride 2018 offers a fantastic opportunity for small businesses to promote and sell their product to a captive audience.

However, as places are limited, it is essential that we have sufficient information about each business so that we can manage available space and ensure the highest-quality service is provided across the event.

If you are interested in this unique opportunity, please ensure you have read all the following information carefully and sufficiently completed the application form prior to submitting your information. Applications should be completed by using the online application tool found at <https://www.surveymonkey.com/r/greatvicvendors2018>

Queries regarding applications should be sent to: [jaimiec@bicyclenetwork.com.au](mailto:jaimiec@bicyclenetwork.com.au)

**Forms must be submitted by 5pm, Monday 28 May 2018.**

Following receipt of the form, applications will be reviewed and successful vendors will be notified by Monday 4 June.



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## About the RACV Great Victorian Bike Ride 2018

Start: Saturday 24 November at Bright

Finish: Sunday 2 December at Benalla

Date	Day	Route	Campsite Location
24 Nov	Day 1	Bright (no riding)	
25 Nov	Day 2	Bright - Beechworth	
26 Nov	Day 3	Beechworth Loop (via Milawa)	
27 Nov	Day 4	Beechworth - Tallangatta	
28 Nov	Day 5	Tallangatta - Rutherglen	
29 Nov	Day 6	Rutherglen (Rest Day)	
30 Nov	Day 7	Rutherglen - Yarrawonga	
1 Dec	Day 8	Yarrawonga - Glenrowan	
2 Dec	Finish Site	Genrowan - Benalla	

Expected Numbers:

- 3500
- 400 Volunteers
- 50 Event Staff

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## What is included for Vendors?

- Allocated space on the campsite and for **camping only (no caravans)**
- Use of campsite facilities (including showers and toilets)
- Access to limited generated power (or mains where available)
- Access to water
- Hard waste removal
- Pre-ride and during ride advertising opportunities
- 2 x Event Passports for staff including 3 x meals per day of trading

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## Exclusivity

At present, only the following sponsors have exclusivity in their relevant areas:

- Bike Mechanic
  - Camping store
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## What are the Vendors obligations?

Vendors must be:

- **Registered** - with their Council of residence and a Statement of Trade must be forwarded to Bicycle Network with the following application form. Vendors are responsible for registering with 'Stretrader' and applying for permission to trade in each council area.
- **Self-sufficient** - with the exception of power and water.
- **Certified** - all staff and volunteers must hold the relevant Food Handling certificates and copies must be provided to Bicycle Network.
- **Insured** - a copy of a current Public Liability Insurance Policy to the value of no less than \$10,000,00 cover must be included with your application.
- **Compliant** – electrical and gas safety (complete checklists), fire extinguishers, food health and safety, worksafe, etc.

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## Fees

Fees for RACV Great Victorian Bike Ride 2018 are:

- Campsite Stall 9mx3m – \$1550 inc GST
- Campsite Stall 6mx3m – \$1350 inc GST
- Campsite Stall 3mx3m – \$1150 inc GST
- On-Route Stall (Rest and lunch stops only) – \$750 inc GST
- Additional meal tickets - \$275 pp

\*Campsite Stall fees include space for one vehicle on-site (where space is available). Any additional / private vehicles must be kept off-site, from campsite opening to camp close each day. Only vehicles allocated a vehicle pass will be permitted entry to site



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## Trading Hours

Day 1 – Main Street operates 9.00am – 9.00pm  
Days 2,4,5,7,8 – Main Street operates 6.30am – 9.00am. 12.00pm – 9.00pm  
Day 3 (Loop day) – Main Street operates 6.30am – 9.00pm  
Day 6 (Rest day) – Main Street operates 6.30am – 9.00pm  
Day 9 – Main Street operates 6.30am – 9.00am, 7.00am-12.00pm (finish site)

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## Bump-in and out

As the RACV Great Victorian Bike Ride is a travelling event, bump-in and out, as well as trading times, can vary during the event, however, the standard times are as follows:

23 November – Vendors required on site by 7.00pm  
24 Nov to 1 Dec – Vendors are required on site by 10.30am

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## Estimating how much you will sell

The RACV Great Victorian Bike Ride will have an estimated 3500 patrons on site at each campsite. Vendors are reminded that all riders are provided with breakfast, lunch and dinner daily. Bicycle Network recommends that vendors set realistic expectation for sales and should aim to sell out.

For 2018 we are encouraging participating vendors to offer incentives and discounts to our Bicycle Network members. They make up a large percentage of RACV Great Victorian Bike Ride participants and any offers you can provide would be favourably looked upon! These can also be promoted in pre-event marketing as well as during the event.

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## Electricity

To ensure the safety of everyone involved in the event, we have introduced stringent policies in relation to electricity requirements and equipment on-site for RACV Great Victorian Bike Ride 2018.

Vendors using electricity must:

- Have read and agreed to the condition set out in Energy Safe Victoria's 'Guidelines for Electrical Equipment at Public Events'
- Complete the relevant Electrical Safety Checklist upon arrival at the first campsite



- **Have all electrical items tested and tagged before commencing trading – untagged items will be prohibited from use and inspections will be carried out onsite.**
- Report all equipment using electricity to Bicycle Network

Access to limited power will be provided, however, all power requirements must be submitted to Bicycle Network at the Vendor's Expression of Interest, and are subject to review.

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### **Gas**

Similar to electricity requirements above, we have introduced similar policies in relation to gas requirements and equipment on-site for RACV Great Victorian Bike Ride 2018.

Vendors using LPG must:

- Have read and agreed to the conditions set out in Energy Safe Victoria's 'Catering Vendors Information Pack'
  - Complete the Gas Safety Checklist upon arrival at the first campsite and ensure that all equipment has been certified
  - Report all equipment using LPG to Bicycle Network
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### **Water**

Access to water is available; however, request for this service must be included on the application form.

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### **Fire Safety**

All vendors must have a suitable and tested & tagged fire extinguisher on hand at all times and a fire blanket if appropriate.

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### **We are a town on the move!**

The RACV Great Victorian Bike Ride moves an entire, self-sufficient 'village' from one site to another daily. It is a large operation and there are certain considerations that we must take to ensure the safety, success and sustainability of the ride and its beautiful surroundings.

- **Keep it green** – please consider the disposable materials and packaging you use, take responsibility for separating general waste and recyclables, and avoid any unnecessary packaging. Any disposable cutlery and plates etc should not be polystyrene / plastic and should be recyclable where possible.



- **Please be patient** – be mindful that other vendors and contractors will be setting-up at the same time that you are. You may be asked to wait whilst other vehicles are moved onto site. Please cooperate with any directions given to you by Event Staff.
- **Work within regulations** – all groups on-site are required to obtain any relevant permits (food handling, etc.), observe all council by-laws and observe electrical and gas safety regulations. Additionally, staff involved in food preparation must wear gloves at all times. **Please be aware you are liable to inspection at any point from the Bicycle Network onsite food safety officer as well inspections from visiting authorities.**

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## Vehicles

Any vehicles required on-site must not exceed 10kmph when at the campsite and must drive with their hazard lights on. Vehicle movements during the peak arrival periods for riders will be severely restricted. **Due to space restrictions only one vehicle per trader will be allocated a vehicle pass and permitted on site all other vehicles will need to be parked off site.**

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## Key Points

- 2 x Meal tickets and event passes are included in the site fee. Any additional meal tickets must be purchased for \$275 per person for the full event
- Site Fees are non-negotiable, however, value-in-kind offers will be considered
- All prices are inclusive of GST
- All fees must be paid prior to the event by no later than Friday 5 October. Vendors will not be allocated a space on-site or on-route until full payment is received.
- In the event a vendor is unable to attend the ride or cancels their involvement, fees will not be refunded
- By negotiation with Bicycle Network, a transfer of the agreement to an alternate supplier can be arranged providing it is of comparable quality and scope

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## Advertising

Advertising opportunities are available through the following avenues:

- Member benefits will be advertised in the ride guide prior to the event

Paid advertising in Ride Guide available upon request.

