

Österr.Post AG Info.Mail fee paid

Vienna, June 2022

Dear Sir or Madam

As the Donaustadt Sports and Culture Weeks Association, we are organizing the meanwhile this year

26th Stadlau Kirtag.

Date: **September 16 - September 18, 2022**

Location: **Stadlau train station, 1220 Vienna.**

Due to the great success of the Stadlauer Kirtag - meanwhile the largest Kirtag in Vienna - we are expecting numerous participants again this year.

Therefore, secure your seat reservation by paying the basic registration by July 31, 2022 at the latest (a payment slip will be sent after registration has been received). The fees can be found in the attached price list. Please note that we can only guarantee a seat reservation for registrations received by the end of July.

We would also like to draw your attention to the fact that the final allocation of stands will only take place after the balance has been paid in September.

We look forward to your participation and remain

Kind regards,

Daniel Fleissner eh.
district manager

Karin Wachet eh.
for organization

Side dishes:

Registration form*
price list
Policies*
notice sheets

*Please fill out the registration form and the declaration of consent to the specified e-mail address or by post.

SIGN UP

for the 26th Stadlauer Kirtag – from September 16th to 18th, 2022

Company name and address: _____

License holder or trade license holder

Surname: _____

Address: _____

I am a hospitality licensee according to § 153, paragraph 2, GewO 1973

I practice another trade according to § 50, paragraph 1, line 9, GewO 1973

Type of business: _____

Responsible on the spot _____

Surname: _____

Address: _____

Phone: _____

Range of products that will be sold - indicating the likely sale price

Description of the sales stand
(wagon, trailer, cabin) _____

extent of the sale _____

Length: _____ m, **width:** _____ m **(trailer incl. drawbar)**

NOTE: A separate suitability certificate must be issued for the use of liquid gas and must therefore be noted here on the registration form.
(See guidelines - point 8.) _____

If there is an empty message, NO LPG may be used WITHOUT EXCEPTION.

230 volts kilowatts approx. _____

no electricity

400 volts kilowatts approx. _____

gas

NOTE: You must bring your own power cables from the site power distributor to your own stand and they must be in perfect condition .

Opening hours of the market stalls _____

Friday: 3:00 p.m. – 9:00 p.m

Saturday: 10:00 a.m. – 10:00 p.m

Sunday: 10:00 a.m. – 9:00 p.m

I/We acknowledge that playing music is not permitted on the stands. Furthermore, driving on the market area/Kirtag grounds with motor vehicles is not permitted during the Kirtag times. On Friday, a responsible person must be at the stand from 12 p.m. (acceptance). Driving in for dismantling is possible on Sunday from 9 p.m. Furthermore, the fixed Kirtag regulations of the Stadlauer Kirtag apply.

Vienna, am _____

Company stamp and signature

Please fill out this registration form and send it back to us as soon as possible

Information: stadlauerkirtag@gmail.com, Tel.: +43 1 203 11 88 11

PRICE LIST

Stand fees 2022

☎Gastronomy, freshly made meals and alcoholic beverages

Basic registration	€ 150,-
per meter	€ 140,-

☎Goods of all kinds

Basic registration	€ 120,-
per meter	€ 50,-

☎Handicrafts

Basic registration	€ 50,-
per meter	€ 40,-

☎Electricity from 09/16/2022 to 09/18/2022

Lump sum	€ 30,-
based on device power/KW	€ 10,-

☎Wooden hut (approx. 2.5 x 2.5 meters)

Rent for 3 days including delivery and collection	€ 300,-
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Contact persons for the Donaustädter Sport und
Kulturwochen association +43 1 203 11 88 11
Mrs. Karin Wachet +43 664 52 78 324

POLICIES

Stadlau Kirtag 2022

For carrying out a commercial activity as part of the Stadlauer Kirtag from September 16th to 18th, 2022 undertake to observe the following important specifications. This will make it easier for you to run the fair successfully.

1. Business license

To operate a sales stand, you must have a corresponding trade license and the trade regulations must be strictly observed.

2. Sales stand

For visual and organizational reasons, only those companies that can set up a sales vehicle, trailer or hut or a suitable, visually pleasing sales opportunity can be considered for issuing permits.

Sale of war toys, pyrotechnic articles, live animals, weapons, knives and alcopops - and the sale of alcohol to children and young people is prohibited.

We draw your attention to the fact that subletting or transfer of property authorized by us sales stands is not permitted and results in the immediate dismantling of the stand without return of the stand fee.

3. Stand exhibition

You can set up your stand from Thursday 15 September 2022 - 2 p.m. For organizational reasons, it is necessary that you reserve your stand space by Friday, April 16 at the latest. September 2022, at 12:00 p.m. (approval). From this point on, all vehicles have to leave the fairgrounds. For proper approval, it is necessary for a person responsible for your company/association/organization to be present at the stand on Friday from 12:00 p.m.

The dimensions of your stand (running meters) you have given must be strictly adhered to.

Unless otherwise agreed, the maximum depth of the installation site is 2.5 meters.

Any defects at the location must be reported to the organizer when the site is taken over, otherwise it can be assumed that you have taken over the site without defects and that you will be responsible for any damage found when the site is returned.

4. Vehicles

Vehicles are not allowed to enter the fairgrounds during market hours.

Exceptions are to be agreed with the Kirtag management.

Failure to comply with the driving ban will result in the loss of the stand.

Driving in to dismantle the stand is possible on Sunday from 9:00 p.m.

Before setting up, please register in the **office container of the Kirtag management (Gemeindeaugasse)** .

There you will be assigned your stand number and your stand. The rental wooden huts are also allocated there. Independent selection of the stand is not possible and will result in immediate dismantling.

The parking of motor vehicles on the fairgrounds is prohibited without exception.

The vehicle owner is liable for any property damage and personal injury in the fairground area caused by motor vehicles.

5. License

As an organizer, we have to insist and it is therefore part of the contract that only goods may be sold for which the company has the consent of the license holder (brands and sporting goods).

You must indemnify and hold us harmless immediately and in full for any violations of this.

6. Selling Hours

During the fair, the sale of goods is only permitted until 10:00 p.m. without exception.

7. Change

Each stand is responsible for providing change itself.

8. LPG

- 1) The use of liquid gas is only permitted in the catering stands for the operation of cooking appliances.
- 2) The use of liquid gas is only permitted for demonstrations of handicrafts.
- 3) The use of liquid gas is only permitted for the operation of cooking appliances and for roasting fruit, almonds, kernels and nuts as well as in catering stands. The use of liquid gas for heating purposes is prohibited.
- 4) The manufacture of liquid gas systems may only be carried out by authorized specialists if this exceeds the direct connection of a mobile gas consumption device to a liquid gas shipping container using a pressure hose.
- 5) The liquid gas system must be manufactured, maintained and operated in accordance with the "ÖVGW guidelines "Technical rules for liquid gas systems (FG series)".
- 6) Liquid gas containers with a maximum capacity of 15 kg may be set up in sales stands. The total amount of liquid gas in the sales stand must not exceed 35 kg.
- 7) A maximum of 3 service tanks may be set up.
- 8) If LPG containers are set up or stored outside the sales stand, they must be set up in a cylinder cabinet made of non-combustible materials. The bottle cabinet must be equipped with a ventilation opening that can be closed at the top and bottom. The cross-section of each of the ventilation openings must be 1% of the floor area, but at least 100 cm².
- 9) The bottle cabinet is to be kept locked. Clearly visible prohibition signs "Fire, naked flames and smoking prohibited", "Access for unauthorized persons prohibited" and the warning sign "Warning of potentially explosive atmosphere" must be attached to the cabinet.
- 10) Within a range of 3 m around the installation site, the following must be observed:
 - a) Pits, shafts, sewer inlets, ventilation openings and open fireplaces and the like must not be present.
 - b) Adequate natural ventilation must not be impaired.
 - c) No easily combustible storage may be carried out.
- 11) Hoses for the connection of mobile gas consumption devices must be suitable for the occurring pressure and liquid gas, as short as possible and professionally secured against slipping off the connection pieces.
- 12) There must not be any exits or emergency exits within a range of 5 m around the installation site of LPG tanks.
- 13) Only devices with CE marking may be used. Excluded from this are devices that were purchased before January 1, 1996 and which have an ÖVGW test mark or for which a positive report from an authorized testing institute or a civil engineer for gas and combustion technology can be presented.
- 14) Liquid gas may only be taken from the liquid gas tank in the gaseous state. The LPG tanks are to be set up upright and sufficiently stable on level ground. This applies to empty containers as well as to storage containers.

15) The size and number of liquid gas tanks must be selected based on the connection values of the gas-consuming devices in kg/h and their different operating modes over time, as well as the ambient temperature. The guide values can be found in Table 2 (guide values for gas volumes that can be drawn per hour from liquid gas tanks) under point 3 of the ÖVGW F G26.

16) At least one hand-held fire extinguisher with a minimum filling quantity of 6 kg or 9 l must be kept within easy reach in the area of every liquid gas system for fighting fires involving solid and liquid substances. Portable fire extinguishers must comply with ÖNORM EN 3 and be checked at least every 27 months.

17) The liquid gas system may only be operated by a person who is familiar with the operation and the possible dangers of the liquid gas system; this also applies to the replacement of liquid gas tanks. When connecting the liquid gas tank, the threaded parts of the connections must be checked for their proper condition. In the event of damage or signs of wear, these must be replaced immediately. After the pressure regulator has been connected, a leak test must be carried out with a foam-forming (leak spray) with the tank valve open.

18) If leaks are detected in the system for the use of liquid gas, the shut-off devices must be closed and precautions taken to prevent the gas-air mixture from igniting. It is forbidden to illuminate systems with open flames to detect leaks.

19) Icing on pipes, containers and shut-off devices may only be thawed with warm water, steam or similar, but not with flames or glowing objects.

20) If the gas-consuming device or the liquid gas system is not in operation, the associated container valve must be closed.

21) In the case of liquid gas systems that go beyond the connection of a portable gas consumption device using a pressure hose per shipping container, an inspection is required after each new installation. Otherwise, at least one inspection must be proven, which must not date back more than a year. The test confirmations must be clearly assignable to the tested devices (e.g. serial number or test certificate directly on the device).

22) These checks must cover the tightness of the system, the correct setting of the gas consumption devices and the correct functioning of the safety devices. They are to be carried out by persons authorized to do so, subject to the corresponding findings being required.

23) In terms of content, the findings must correspond to the appendices listed in ÖVGW guideline F G12 (personnel requirements, documentation and identification).

24) The findings are to be made available in both annexes for inspection by official bodies.

25) If a fire breaks out, the fire brigade of the City of Vienna (currently Tel. 122).

Note: If more than 35 kg of liquid gas is stored or used and there is no commercial license for this, an official license must be obtained from Municipal Department 36, Department B, in accordance with the Vienna Gas Act.

9. Power supply

The connection to the power grid may only be made via an FI switch and a standardized plug. Electrical distributors must be secured against access by unauthorized persons and against moisture. Extension cords and plugs lying outside must be splash-proof.

The person responsible is liable for all damage caused by faulty electrical systems.

The necessary valid findings for the electrical systems are to be brought along (presentation when approving the fair). Your electrical systems must comply with Austrian regulations (Electrical Engineering Ordinance 1996, Federal Law Gazette I 05/1996 as amended and the provisions of the ÖVE as amended).

Power supply cables and supply lines must be laid on the floor so that they are safe to step on and trip over.

Any personal music performances (live music or playing music) on or near the stand are not permitted.

10. Electrical systems and equipment

- 1) Lamps located in areas accessible to visitors must be protected against breakage up to a height of 2.5 meters above the stand area.
- 2) Equipment that emits heat (e.g. headlights) must be attached in such a way that their operation cannot cause any dangerous development of heat or the risk of burns. A sufficient distance (according to the manufacturer's instructions) must be maintained from combustible objects (materials and the like) or heat-insulating, non-combustible underlays or shields must be provided.
- 3) Electrical distributors are to be designed so that they can be operated by laypersons. The live active parts must be fitted with covers to prevent direct contact and the electrically conductive parts of the distributor must be protected against indirect contact and set up so that they are protected against access by unauthorized persons.
- 4) It must be possible to switch off all circuits of an associated part of the system, eg a sales stand, if necessary using a single switch device which is located on site and must be easily accessible. If there is only one circuit with a nominal current of up to 16 A, this separation may also be implemented using a detachable plug device.
- 5) Outdoor electrical equipment, cable systems and cable connectors must be at least splash-proof (IPX4).

Cable connectors may only be laid outdoors if they are approved for this.

- 6) The connection may only be made to the public power grid via an FI switch and standardized plug. The use of engine-driven generators is prohibited.
- 7) Power supply cables, supply lines and the like must either be laid on the ground so that they are safe to step on or trip over, or spanned at least 3 m over sidewalks or at least 5 m from the ground from areas that can be driven on (roads).
- 8) The electrical systems, the electrical distribution system (supply line) to the sales stands and the electrical systems in the sales stands must be checked by a qualified electrician in accordance with OVE E 8101-6 before they are used for the first time. A defect-free inspection report is to be created for this inspection. This must be kept available at the facility for inspection by the supervisory bodies of the authorities and sent to MA 59 by fax: 01 4000 99 59210 or by email: post@ma59.wien.gv.at before the market opens.

11. Fire extinguisher

Each stand that operates devices using liquid gas or charcoal must have a hand-held fire extinguisher (foam extinguisher, suitable for fire classes A, B, C with a nominal capacity of at least 9 kg.) with them. The portable fire extinguishers must comply with ÖNORM F 1050 or the European standard EN 3. The inspection report must not be older than 24 months.

12. Waste oil or grills

Fat fryers (fritters) must be equipped with a device that automatically switches off the heating of the device when the temperature reaches 200 degrees Celsius. Appropriate measures must be taken to effectively prevent a higher temperature from being switched on.

13. Purification

You are responsible for the daily cleaning of your installation site. After the curfew and after the stand has been cleared up in the evening, it is essential that the benches are placed on the tables so that MA 48 can clean them efficiently with machines.

At the end of the event, the stand is in a completely cleaned and cleared condition to hand over. Any necessary substitute performance by the organizer will be at the expense of the trader.

14. Advertising

We draw your attention to the fact that advertising measures (e.g. banners) that have not been approved by the management of the fair may not be attached to the stand or refrigerated truck. If approved advertising, which is subject to the advertising tax, is attached, the client is responsible for paying this advertising tax in accordance with the Advertising Tax Act and must pay it in accordance with the statutory provisions.

15. Reusable Cups – Cup Solutions

All gastronomic sales stands expressly undertake to use the reusable cup system (Cup Solutions) provided by the organizer. **Beverages may not be dispensed in bottles or cans.**

16. Care

Instructions from our employees who are on duty at the Kirtag for your care, assistance etc. must be followed.

17. Consent Statement

The stands will only be allocated to tradespeople who agree to these guidelines. Violation will result in the immediate dismantling of the stand space, with no refund of the stand fees.

18. Miscellaneous

All attachments to these guidelines, which are provided to you at the same time, form an integral part of this declaration of consent. No waiver of rights for the future can be derived from a total or partial omission on our part with regard to any rights in the past, unless such a waiver is expressly declared by us in writing. To the fullest extent permitted by mandatory law, you waive any right to contest these policies for adjustment or rescission or to claim that they were not validly established or void.

Should provisions of these guidelines be or become invalid or unenforceable, the legal provisions shall remain unaffected. These terms will automatically be superseded by valid and enforceable terms that achieve the intended purpose as best as possible. All disputes arising from these guidelines, including the question of their valid existence and their preliminary and subsequent effects, are decided exclusively by the competent court at the registered office of the organizer, or at the organizer's option also by the competent court in whose district the trader is located has a registered office, branch or property.

As a sign of your acknowledgment and your consent, we ask you to sign the declaration of consent to the guidelines and return it to us by the end of July 2022 at the latest together with the registration form and a copy of your trade license.

For the organizers

Daniel Fleissner eh.

Karin Wachet eh

DECLARATION OF CONSENT

Guidelines – Stadlau Kirtag 2022

Company: _____

Name: _____

of the authorized signatory in block capitals

date

Signature of trader/company stamp