

How to Participate

The following conditions apply to all types of participation (exhibition, flea market, selling handicrafts/Fairtrade goods etc.)

General Participation

■ Display Locations

1. Placement decisions will be made by the 2018 Festival Committee.
2. Placements will be discussed and decided at the explanation meeting.

■ Items which the Nagasaki International Association can provide:

1. 2 panel boards - width 0.9m x height 2m
2. Up to 10 chairs
3. Desks:

Display Area	Desk size (cm)	Number available (for each group)
3rd Floor	90 x 180	1
4th Floor	45 x 180	2
5th Floor	45 x 180	2
Outside (food booths)	45 x 180 (subject to change)	negotiable
Outside (non-food booths)	45 x 180 (subject to change)	negotiable

☆ The number and size of tables and chairs available depends on which floor of the building you are placed on. At the explanation meeting, please check your location and the status of tables and chairs.

■ Points to keep in mind:

1. You cannot sell homemade sweets or other food items at your stall. However, you may sell ready-made goods which have been made at a place of business which holds a permit
2. If you plan to sell alcohol, please be sure to inform the Nagasaki International Association.

Organizations Doing Flea Markets or Selling Fairtrade Goods

1. If you do a flea market, please make sure to also display information about your organization.
2. Please remain at the festival until the end even if you sell out of all of your goods.

Organizations Selling Food

■ Opening Lines of Business through Nagasaki City

1. If your organization plans to sell food at the festival, you must obtain a Line of Business (臨時營業許可 *rinji eigyou kyoka*) through the Nagasaki City Environmental Health Division.

■ Fee for Lines of Business:

1. ¥2000 per Line of Business (application fee for temporary business license from Nagasaki City Environmental Health Division).

■ Applying for a Line of Business:

1. Application forms and fees will be collected at the explanation meeting on 21st July. Nagasaki International Association will then apply on your behalf.
2. Once permission is granted, we will pass the certificate of permission along to your organization.

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■ **Other notes about the Lines of Business:**

1. You must follow the Nagasaki City Environmental Health Division's rules and regulations on what food items can be sold. Permission may be withheld due to the hygienic concerns about certain foods or preparation methods. In such cases, we unfortunately have to ask the organization to change their menu / preparation method.
2. If this will be your first time having a booth at our festival, please consult with us before applying. We will be happy to explain the particulars to you.

■ **Where food is to be prepared:**

1. In principle, all food served at the festival should have been prepared in a licensed establishment, or in a place with complete food preparation facilities.
 - Please contact us if you would like to have a booth but are unable to secure a licensed establishment in which to prepare your food.

■ **About food preparation:**

1. In principle, food should be prepared at an appropriate place then brought to the festival to be warmed and served.
 - There are certain types of food that are allowed to be prepared on the premises on the day of the festival. Please consult with us if you would like to do that.

■ **Items which the International Association can provide:**

1. 3.3m x 3.3m tent, covered on three sides (subject to change)
2. portable gas stove (up to 3 burners; large and small available)
3. gas cylinders
4. 4 tables, 4 chairs (talk to the NIA if you need more)
5. alcohol for sterilization
6. large refrigerator (inside the building, available for use from the day before)
7. Fire extinguisher
8. other items as stipulated by Nagasaki City Environmental Health Division

■ **Things which each organization must provide:**

1. 3 tea-towels/ 3 kitchen cloths
2. bags to collect used containers and other waste/rubbish

■ **Other Points to Bear in Mind:**

1. All food preparation must be done according to the requirements of the Line of Business.
2. Prepared food must be kept in a refrigerator.
3. Raw food is not permitted. All food must be cooked.
4. All waste from preparation and leftover food, as well as used dishes etc. must be taken home and disposed of by a member of your group.

■ **About Lines of Business:**

1. Food products are divided into three categories as outlined below, called a 'line of business'.
2. Each category entails an application fee of 2000 yen.

Example:

Offering hotdogs and fried food (both 'restaurant business'): total application fee 2000 yen.

Offering hotdogs ('restaurant business') and drinks ('café business'): total application fee 4000 yen.

Line of business	Kind of item	Items
① 'Restaurant business' (providing simply)	Hotdog items	Hotdogs, hamburgers (restricted to heating through ready-made products only)
	Baked/grilled items	<i>Takoyaki</i> , grilled squid, grilled chicken skewers, <i>okononiyaki</i> , crepes (limited to those with ready-made prepacked fillings), broiled eel (limited to those broiled

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prepared food that has been thoroughly heated)		without seasoning)
	Deep-fried items	Fried <i>kamaboko</i> (frying of steamed- <i>kamaboko</i> only). Fried dishes (1 dish only, able to be fried on site on the day). Potato chips (crisps), French fries (fried potato), <i>karinto</i> fried dough cake, <i>daigaku-imo</i> (sweet potato), corn dogs, nuggets.
	Stir-fried items	<i>Yakisoba</i> (fried noodles)
	Alcohol	Limited to items offering only a small amount of ready-bought alcohol (including the use of beer kegs with taps).
② 'Café business' (simply prepared items)	Shaved ice	Shaved ice or snowballs prepared with an airtight automatic shaved-ice machine
	Ice-cream	Ice-cream prepared with a soft-serve ice-cream machine using sterilised mix, or selling scoops of ready-made ice-cream.
	Drinks (excluding alcohol)	Teas, coffees and other ready-made drinks (in small amounts)
③ 'Confectionary Business'	Mold-baked confectionary	<i>Kaitenyaki</i> , <i>taiyaki</i> , <i>umegae-mochi</i>
	<i>Dango</i> items	<i>Mitarashi dango</i>
	Fried confectionary	Doughnuts

Note: For those who are able to prepare food items on the day of the festival in a facility conforming to regular store standards, and intend only to reheat at the stall, it is possible to offer other dishes in the 'restaurant business' section including noodle dishes (e.g. *udon*), rice dishes (e.g. curry), stewed dishes (e.g. *oden*, *butajiru* soup, red-bean soup).