



Mount Gambier Library Market

### Stall Holder Agreement

**\*Stall Holders name:** \_\_\_\_\_

Postal Address: \_\_\_\_\_

**\*Email:** \_\_\_\_\_

Phone (H): \_\_\_\_\_ Phone (M): \_\_\_\_\_

Description of Stall: \_\_\_\_\_

### PRICE PER MARKET—\$36.00\*

\* Please note if Stallholders have their own insurance and they supply a copy of their Certificate of Currency with this application they will receive a discount of \$6 per market.

Markets	Cost no PLI	Cost with own PLI	Upfront payment for 6 markets NO PLI	Upfront payment for 6 markets WITH PLI
1	\$36.00	\$30.00		
2	\$72.00	\$60.00		
3	\$108.00	\$90.00		
4	\$144.00	\$120.00		
5	\$180.00	\$150.00		
6	\$216.00	\$180.00	\$180.00	\$150.00

MARKET TIMES: 10:00am—2:00pm

**PLEASE TICK THE MARKETS YOU ARE ATTENDING**

- |                                   |                                   |
|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> October  | <input type="checkbox"/> January  |
| <input type="checkbox"/> November | <input type="checkbox"/> February |
| <input type="checkbox"/> December | <input type="checkbox"/> March    |

PLEASE FILL IN THE FORM BELOW & SUPPLY APPROPRIATE COPIES OF DOCUMENTS	YES	NO
Are you selling food, beverage or skincare?		
Public Liability Insurance: If Yes, please supply a of your Certificate of Currency with application		
If yes for food or beverage you will need Council approval as per the Food Act 2001		
<b>Food Business Notification Number from your Council</b> _____		
Please make payment to Rotary Club of Mount Gambier Lakes Inc. Bank: Bank SA BSB: 105002 Account: 47693540 And send confirmation email to: market@lakesrotary.org.au		

<b>PLEASE CIRCLE PREFERENCE</b>	
<b>UNDERCOVER</b>	<b>GAZEBO</b>
<b>Stall preference number</b>	

**Please note:**

**Stalls will be allocated in order of registration.**

**The market coordinator will try to place you in your preferred site but there will be no guarantee.**

**Preference is provided to long term stall holders**

***All fees must be paid on registration with copies of appropriate documents to confirm your position.***

**Fee of \$\_\_\_\_\_ paid YES / NO**

## Stallholder Responsibilities:

Read and sign the Market Stallholder Agreement & Market Stallholders Permit

- Market Coordinator will be allocating spaces
- NO mass produced or commercially made products
- No Electricity provided
- NO vehicles are allowed access within the market vicinity (all paved and grassed areas of the Cave Garden Precinct) without permission from the Market Coordinator
- Market Coordinator will be making inspections to ensure the standard of the criteria is maintained
- All stallholders are required to provide their own table , chairs and gazebos
- No refunds are given to cancellations
- All stall holders will be assigned to a numbered stall space after registration
- To be responsible for the set up of the stall
- \*\* Please note the area your assigned undercover space is no longer than 2 metres\*\*
- Must arrive and set up within designated time
- Responsible for their stall/display which must be supervised at all times
- Must ensure that all goods/equipment for sale is safe and meets relevant safety standards and requirements
- Must comply with industry standards relating to the activity and relevant regulation e.g. Food Handling Regulations
- Interact politely and appropriately with event participants
- Electricity connections – leads must be tagged and weather proof and away from public traffic areas
- Beware of any areas of risk and ensure stall areas remain safe at all times
- Must Immediately notify the Market Coordinator in the event of emergency
- Must pack up at the agreed time and ensure there is no obstruction or inconvenience to the public or any other participant
- The area is to be left as found following the conclusion of the market day
- If needing to leave early for any reason notify the Coordinator in order to arrange for departure and moving of equipment safely
- **PLEASE NOTE** that the above list does not supersede all other responsibilities, obligations, requirements and conditions that form part of your agreement to participate in this event.

**The issuing of this permit is subject to :-**

- The permit holder agreeing to the General Conditions of the permit as contained herein.
- The permit holder agreeing to all Special Conditions which the Lakes Rotary may determine.
- The permit holder paying the prescribed fee.
- The permit holder providing a copy of all appropriate insurances as required by either the General Conditions or Special Conditions of permit.

**General Conditions of Permit**

- The permit holder agrees to indemnify and to keep indemnified Lakes Rotary, its servants and agents and each of them from and against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against them or any of them arising out of or in relation to the issuing of the permit.
- The permit holder, where appropriate, shall ensure that it is licensed or registered to carry out the activity authorised by the issuing of this permit.
- The permit is not transferable.
- The permit holder shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or Bylaw relating to the activity.
- No food or drink will be offered for sale by any permit holder without the prior approval.
- Stalls and exhibitors sites will be allocated by the Market Coordinator and no allocated sites may be altered without the approval of the Market Coordinator.
- The permit holder shall ensure that its site or sites are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning fees being charged.
- The use of power by permit holders shall not exceed that agreed to and approved by the Council.
- You consent for images of you, your products and your stall to be used for promotional purposes
- This permit is liable to be revoked by Lakes Rotary if the permit holder fails to comply with a condition of this permit or may be revoked in any other justifiable circumstance.
- The Library Markets are a Lakes Rotary community event held for the purpose of promoting local artisans product and services. The Library Markets are not to be used as a campaign platform for political, religious or special interest groups and stallholders are reminded that Lakes Rotary reserve the right to refuse or revoke a stallholder permit if promotional activity extends beyond the direct promotion of their product or service.

I acknowledge that I have read and understand the permit conditions and agree to abide by and be bound by the said conditions.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Name (please print): \_\_\_\_\_

Market Coordinator: Trevor Prettejohn

Phone: 0408 854 616

Email: [market@lakesrotary.org.au](mailto:market@lakesrotary.org.au)

Post: Market Coordinator C/- Lakes Rotary, PO Box 147, Mount Gambier, SA 5290

Website: [www.lakesrotary.org.au](http://www.lakesrotary.org.au)