

THE ROTARY CLUB OF BEECHWORTH

BEECHWORTH CELTIC FESTIVAL ROTARY MARKET SATURDAY 10TH NOVEMBER 2018

To the Prospective Market Stall holder.

The 2018 Celtic Festival is taking shape for the weekend of 9th to 11th November. The Committee expects crowd numbers up to 5,000 over the weekend.

The Rotary Club will once again hold its Market at Queen Victoria Park attracting around 100 stalls offering a wide range of Arts and Crafts, Food and Drinks, Jewellery, Clothing and Bric a Brac. We are also hoping to attract Buskers and additional music as this was very well received at prior markets. Queen Victoria Park has been used as a successful market location for around 18 years and has space for approximately 150 sites and off street parking for stall holder's vehicles. It is a 500 metre walk/drive from the main shopping area past the Historic Precinct and Old Goal. A large number of Festival visitors also park in the streets around Queen Victoria Park.

Please note that a small Celtic Goods only market will also be held near the Old Beechworth Gaol or may be incorporated into the Rotary market site. There is a separate application form for this market.

We are asking all applicants for stalls to fill out the application form and email it or send via Australia Post. Site payments are preferred direct into our bank account but we will accept cheques in the mail.

REGISTRATION

Registration must be on the official application form and either emailed to Beechworthrotarymarket@westnet.com.au or mail to The Market Coordinator, Beechworth Rotary Club, PO Box 118, Beechworth, 3747

Product criteria: The Markets, whilst specialising in homemade, crafted, baked or grown goods have been opened up to a wider range of product including good quality bric-a-brac and small line, non-mass produced commercial items admitted at the organisers discretion.

Bookings: close 4 weeks prior to the market (12th October, 2018) and late bookings will only be accepted if sites are available.

Site Fees: Sites are approximately 4 metres wide x 3 metres deep. A limited number of sites have parking at the rear of the site.

Single: \$48.00 (unpowered) \$58 (powered, only a limited number available)

Double: \$86 (unpowered) \$106 (powered, only a limited number available)

Triple Site: \$124 (unpowered) there are no powered triple sites available

Sites fees must be paid at time of booking - at least 4 weeks prior to the market.

Regular stallholders: Every effort will be made to locate 'regular stallholders' at or as close as possible to their preferred sites. However, please note that sites are allocated on a 'first come' basis and you should ensure an early booking for each market to assist us in maintaining consistent site allocations. Regular sites not booked at least 5 weeks prior to the market may be allocated to another stallholder when site plans are finalised. If you require the same site number please book early!

Confirmation of Bookings: Once you have registered and payment received, a confirmation email (or phone call for mail bookings) will be will made. If there is a problem with your booking when your booking form is received you will be contacted by phone or email. The site allocation plan will also be sent out one week prior to the market.

Public Liability Insurance: Stallholders must have their own public liability insurance and must provide a copy of their certificate of currency. An extension of coverage under your household contents insurance is acceptable if you are not a registered business.

Food regulations: The sale of food products is subject to Government Regulations. **ALL** food sellers must have a **STREATRADER Registration and a SOT (Statement of Trade)** submitted for the date/s they intend to trade. STREATRADER is an on-line registration system for all mobile and temporary food traders throughout Victoria. It lets Council know who is trading where and when and if the trader has been approved in the municipality they have come from or are one of our local businesses/organisations. Even if you already have a registration with council for a fixed premises food business, you need to register with STREATRADER if you will be selling food at another location. Even if you are a **charity, not-for-profit, or fund raising organisation**, you must register with STREATRADER. There will be no fee incurred for local charitable organisations, or for local businesses that otherwise pay Food Act registration for their fixed premises. Even if you are only providing tea/coffee, drinks or other pre-packed low risk food, you must register with STREATRADER. Food stallholders are required to attach the appropriate certification to their booking form and bring their food plan with them to the market. STREATRADER can be accessed at <https://streatrader.health.vic.gov.au>. Enquiries about food regulations must be made to the Health Inspector at the Indigo Shire offices phone 02 6028 1100.

Cancellation, Refunds & Non-attendance: Stall holders who cancel more than five days prior to the event may be eligible to have their site fee transferred in lieu of payment for the next market. There will be no refunds of site fees for cancellation and the non-attendance of stallholders on the day of the market. Any other refunds will be done at the discretion of the coordinator, depending on the reasonableness of the cancellation. The Rotary Club of Beechworth and its designated Market Organisers reserve the right to refuse a site to any stallholder not complying with any of the above requirements or who use offensive language.

Inclement Weather: Stallholders are advised that the market will go ahead whatever the weather, and no refunds will be made. Stallholders should come prepared with protection for their wares in case of inclement weather.

Setting up: Details of setting up together with a site plan, will be forwarded to you 1 week prior to the market via email or mail. Sites will be marked on the ground and numbered. Setting up is available from 6.30 am on the market day. Stallholder Vehicles may only enter the Queen Victoria Park market area under Rotary Club supervision (bollards are in the driveway) and must not be in the stall area after **8.30am** or before **3pm** to avoid disruption to other stalls and pedestrians. This access is made available to assist stallholders with unloading and loading heavy and bulky goods and you are asked to keep to the areas and direction indicated on the site plan. An area of the park is made available for stallholder parking during the hours of the market. Stallholders must provide all of their own equipment such as marquees, tables, power leads, etc. As some sites are not completely level it is suggested that leveling blocks also be packed to level tables and stands.

Waste Management & Recycling: Be Waste Wise and reduce, reuse, recycle - we require all stall holders to remove their own waste and packaging from the market site.

Quality Control: For over 29 years the Beechworth Markets have had a reputation for fine quality handmade, homemade, home grown, locally produced goods and craft. Following research with stallholders, potential stallholders and the general public the Rotary Club decided to expand the availability of product available at the markets. We will now allow good quality bric-a-brac and small-line; non mass-produced commercial items that are not generally available within Beechworth's retail outlets. Acceptance of product will therefore be at the discretion of the market organisers with our aim to keep our markets as quality markets. We have done this to widen the appeal and customer base of the markets.

Thank you for supporting the Beechworth Rotary Club Markets.

FOR FURTHER INFORMATION OR A COPY OF THE APPLICATION FORM PLEASE CONTACT John Costello 0438 466 513 or email Beechworthrotarymarket@westnet.com.au

**MARKET
REGISTRATION**

BEECHWORTH ROTARY MARKET

FAMILY NAME	
FIRST NAME	
BUSINESS NAME	
What do you sell?	
Email address	
Phone Number	
Postal Address	
City	
State & Post Code	
Name of Public Liability Insurer	
Policy Number and expiry date	
Have you sent in your Insurance papers?	

(For food vendors only):

Are you registered with StreatTraders?	
Have you advised Indigo Shire of your attendance at this market?	

What site do you want?

Single - no power \$48	
Single - power \$53	
Double - no power \$86	
Double - power \$106	
Triple – unpowered \$124	
Any other site requirements?	
Any other comments?	

Payment required to confirm booking - transfer to Bendigo Bank:
Beechworth Rotary Club
BSB 633000 Account 151094729