



Byron Beachside Market

Wednesday 4th January 2012



TERMS AND CONDITIONS FOR STALLHOLDERS

This market is open to local residents who make, bake or grow their own product or provide a service.

Registration: Thursdays 2pm - 6pm at Byron Community Centre

Registration OPENS Thurs 1st December - CLOSES Thursday 15th December

- **Regular Stalls: (3x3m) \$50 Food stalls: \$100**
(no double sites available) + \$10 car site; +\$10.00 for corner site;
+\$10.00 for electricity: +\$10.00 for per extra metre
- Stall sites are not transferable.
- This market is open only to local residents of the Byron, Ballina, Tweed or Lismore shires who make, bake or grow their own product or provide a service. Stallholders not meeting this requirement on the day will be asked to leave the site and forfeit fees paid.
- **To apply for a site, stallholders must present a completed application form, together with a copy of Public Liability insurance, current food stall permits issued by the Byron Shire Council (if applicable) and the fee.**
- **Site allocation will be given after the closing date, Thursday 15th December.**
- **Stallholders site preferences written on your application form will take into account but not guaranteed.**
- **Stall site SET UP: from 6.30am, SET DOWN: 4pm on Wednesday 4th January, 2012**
- Trading hours for the market are 8am to 4pm.
- The site must be cleared by 5pm. Power will be switched off at 4pm.
- A one way traffic system will operate when driving in and out of the site.
- There are 4 driveway paths only.
- CAR SITES ONLY for stallholders who are in Beachside Row (B) no.(2-43)
- CAR SITES are not available on corner sites.
- All other sites, must park OFFSITE. To avoid congestion it is suggested that stallholders unload and move their vehicles from the site before setting up their stalls.
- To make **parking available for customers** please park as far from the site as possible.
 - Gilmour St. is recommended, or further down Lawson Street. Please note that some areas near the beach and the CBD have parking restrictions.
- For the safety of event patrons and stallholders, no vehicles may return to the site prior to 4pm .
- Reserved sites will be held until **7.15am** at which time they will be reallocated on a first come first serve basis.

Byron Beachside Market

Tess Cullen and Majida Steinfeld

Byron Community Centre 69 Jonson St, Byron Bay ph: 66 856807

byronmarkets@byroncentre.com.au www.byronmarkets.com.au

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- Due to the site location, noise levels must be kept to a minimum.
 - Please use rubber mallets for early morning set up.
- All stallholders are required to be in compliance with Occupational Health and Safety standards as required by the NSW Environmental Health Department.
- All food and food stallholders shall comply with the requirements of the NSW Food Act 1989, Food Regulation 2001 (incorporating Food Standards Codes), to the satisfaction of the Byron Shire Council's Environmental Health Officers.
- All food stalls must display their current license issued by Byron Shire Council.
- All powered stalls must keep electrical leads at least 3 metres above ground height.
 - Cables, attachments, and van sockets must be water-resistant.
 - Stallholders must provide their own tested and tagged leads if using any power outlets.
- Gas bottles must be no greater than 9kgs unless affixed to a vehicle displaying a LPG compliance plate.
- All stalls must be set back from the marked boundary line or the tree line.
 - This helps your customers access your stall.
- Bottled or canned drinks may not be sold at the event with the exception of water in PET bottles.
- Stallholders must comply with the conditions of the waste management plan.
- Stallholders are responsible for cleaning their own site at the end of the day.
- Food and drink stalls must dispose of their wastewater in a manner approved by the Byron Shire Council Health Officers.
- **CANCELLATION POLICY: If notification is given by 4pm Monday December 19^h a 50% refund will be given.**
 - No refund will be given after this date.
- If the market has to be cancelled due to bad weather an alternative date has been organised on Wednesday 11th January 2012.

APPLICATIONS in person to Tess Cullen or Majida Steinfeld
at the Byron Community Centre
Thursday 2pm-6pm.

APPLICATIONS OPEN: Thursday 1st December 2012
APPLICATIONS CLOSE: Thursday 15th December 2012

BYRON BEACHSIDE ARTISAN MARKET SITE APPLICATION

NAME: _____

ADDRESS: _____

MOBILE: _____ TELEPHONE: _____

EMAIL: _____

FULL PRODUCT DESCRIPTION: _____

STALL SITE PREFERENCES: _____

STALL SIZE: Please specify the **exact size** of your stall _____

POWER REQUIREMENTS: Please indicate the total amp power required (if applicable) _____

SITE OPERATION AND PRESENTATION

Stallholders are responsible for presenting their stall in the most attractive way possible, and the supply of various items including but not limited to:

- Stall
- Signage
- Recyclable plates, cutlery, serviettes etc.
- Suitable non-slip floor covering (food stallholders only)
- All water requirements
- Washing tub
- Recently tested and tagged extension leads, power boards and adapters
- Recently tested fire extinguisher and fire blanket

SITE RULES

Successful applicants will be expected to abide by the following site rules. Please read these rules before submitting the application. By submitting the application the stallholder agrees that:

1. The stallholder will undertake an event-specific risk assessment to ensure risks are identified and controlled.
2. The stallholder is licensed for the relevant activities
3. Plant and equipment is appropriately licensed or registered and maintained and inspected on a regular basis.
4. The stallholder holds a minimum of \$10 million Public Liability Insurance and provides a copy of this upon return of this document.
5. No person is to work whilst under the influence of alcohol and/or recreational drugs.
6. The stallholder and staff agree to abide by site emergency procedures.
7. The stallholder will abide by decisions made by the Market Management.

I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD AND AGREE TO ABIDE BY THE SITE RULES AND THE TERMS AND CONDITIONS AS PROVIDED.

I hereby declare that I will comply with the conditions for stallholders as stated in this document and that I accept fully responsibility for safety standards and requirements by the NSW Environmental Health Department and the Byron Bay Shire Council. I understand that failing to comply with any of these conditions will result in being asked to leave the event immediately with no refund of my site fee. I confirm that the product(s) that I will offer for sale at the Byron Beachside Artisan Market will be locally made or cooked by me and I will be present at the stall on the day.

SIGNATURE: _____ DATE: _____

**NO APPLICATION WILL BE CONSIDERED WITHOUT YOUR CURRENT PUBLIC LIABILITY INSURANCE POLICY,
BYRON SHIRE COUNCIL PERMITS AND PAYMENT.**

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