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**Kawarren Recreation Reserve/Echidna House**

**KAWARREN MARKETS**

STALLHOLDER/VENDOR REGISTRATION FORM

We would love to have your market stall visit the Kawarren Market

Kawarren is 15 minutes from Colac, 5 minutes from Gellibrand and 1 hour from Geelong

There is plenty of car parking and area for market stall setup

Market brunch/Food/Fresh Barista coffee available (one free coffee per stall) from the volunteers of Kawarren Rec Reserve Committee.

At present we **cannot** accept Food Truck Vendors as food/coffee sales from our cafe is our source of fundraising

A Kawarren Reserve/Echidna House Community Fundraising Event

Please return this page to: [kawarrenechidna@gmail.com](mailto:kawarrenechidna@gmail.com)

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| **BUSINESS INFORMATION** | | | | | | | | | | | |
| **Business/Vendor Name** | Click here to enter text. | | | | | | | | | | |
| **Business/Vendor Representative:** | Click here to enter text. | | | | | | | | | | |
| **Product Description:** | Click here to enter text. | | | | | | | | | | |
| **Streatrader Registered**  *(Food and Drinks only)* | Choose an item. | | | | | | | | | | |
| **ABN** (if applicable)**:** | Click here to enter text. | | | | | | **GST Registered:** | Choose an item. |  |  | |
| **Public Liability Insurance?** | ☐ | | Choose an item. |  |  |  | **Currency Cert Attached?** | Choose an item. |  | |  |
|  | |  |  |  |  | Date of Expiry: |  | | | |
| **Additional Comment(s) & Request(s):** | | *Note, that while the Organising Committee will endeavour to meet the needs of all Stallholders, the fulfilment of additional special/requests cannot be guaranteed*  Click here to enter text. | | | | | | | | | |

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| **CONTACT DETAILS** | | | |
| **Address Line One:** | Click here to enter text. | | |
| **City/Town:** | Click here to enter text. | **Postcode:** | Click here to enter text. |
| **Telephone (Landline):** | Click here to enter text. | **Telephone (Mobile):** | Click here to enter text. |
| **Email:** | Click here to enter text. | | |

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| **DECLARATION** | | | |
| I have read the enclosed information regarding **General Market Information, Rules and Regulations for Stallholders/Vendors** andI agree to abide with all requirements. I understand that on the day of the event, environmental health officers may be present and they reserve the right to stop the sale of food items on the spot if I amnot adhering to requirements. I also agree to comply with the current COVID safe requirements. | | | |
| **Signature:** | Click here to enter text. | **Date:** | Click here to enter a date. |

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| **GENERAL MARKET INFORMATION, RULES AND REGULATIONS FOR STALLHOLDERS/VENDORS**  **PLEASE KEEP THESE PAGES FOR YOUR REFERENCE** |

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| **STALL HOLDER REGISTRATION** | |
| * The Market Coordinator will keep Stall Holder details on file and advise Stall Holders of future dates of markets * The Market Coordinator and Kawarren Recreation Reserve Committee permits the Stallholder to attend the market in reliance on the following warranties and representations hereby made by the stallholder: * The Stallholder is the owner of the approved products with full power and capacity to sell absolute legal and beneficial ownership of the approved products to a third party without any encumbrance; * The Stallholder is responsible for obtaining all relevant permits and permits required to operate the stallholder’s business and that all merchandise sold complies with all relevant safety and compliance standards and retails laws currently in force; * The Stallholder does not bring into the market any hazardous materials of substances, and; * The Stallholder will comply with all of the terms contained in these regulations and will comply with any changes to the market regulations, or any relevant local government and other statutory laws and regulations. * Without limiting the generality of these terms, the Stallholder acknowledges and agrees the Kawarren Recreation Reserve Committee and Market Coordinator is not liable for any claim or loss suffered or incurred by the stallholder in relation to or in connection with:   + Theft or damage of approved products, equipment or goods under the control of the stallholder or any other property of the Stallholder at any time including times when the market is not trading;   + Any failure by the Stallholder to sell the approved products;   + Any journey from or to the market;   + Anything occurring off the market site, including anything that occurs at market, and/or;   + Damage or injury to any property or person.   + Any loss including fees paid by Stallholders, damage or injury whatsoever resulting from adverse weather conditions. | |
| **MARKET DETAILS** | |
| * Located at Echidna House, Kawarren Reserve, 2 Kawarren East Road, Kawarren * Set up: 7.30am -9am * Market opens: 9am Market closes: 2pm * **Stall Fee: $20.00 (to be collected on day of Market)** * Photographs will be taken throughout the event and may be used to promote future events and/or the Reserve. Photographs of you, your stall and your goods may appear in print or social media. Registration at this event is taken as consent to publish these photographs. | |
| **MARKET SET UP** | |
| * Stalls wrap the outer 3 sides of the shady bushland Kawarren Reserve oval in a large arc with shade marquees and seating in the oval middle * Stallholders must provide their own covers and stall set-up which must be good in presentation; * The Market Coordinator does not provide any stall equipment, only the site area is provided; * All stall equipment including racks, tables, signage etc. must be contained to the stall site boundaries. Public access ways must be clear at all times; * Tents, covers and all stall equipment must be of good quality and erected securely and weighted at all times * All equipment must be in good repair and be operated in a safe manner. | |
| **CANCELLATIONS AND REFUNDS** |
| * Notification of non-attendance is required. If no notification is given any monies paid will not be refunded * Any monies paid will be refunded where notification of cancellation is provided at least seven days prior to the market date. |
| **ADVERSE WEATHER** |
| * Markets will operate in most weather conditions and Stallholders must be prepared for adverse weather; * Indoor Sites may be available on request for adverse weather * **HEAT POLICY:** At the discretion of the Market Coordinator, the market may close one hour earlier if the outside temperature reaches above 35c; * If a CODE RED DAY or EXTREME is called by the Country Fire Authority (CFA), then the market will NOT operate that day; * No refunds/credits are given for the cancellation of markets and/or reduced trading hours on market days due to adverse weather conditions * If the market is cancelled due to current lockdowns or high risk of transmission refunds will be made available to apply for. |
| **OCCUPATIONAL HEALTH AND SAFETY** |
| * Stallholders must drive within the market area at a safe speed that is no greater than 5km, and; * Vehicles are not permitted to move within the market area 30 minutes prior and 15 minutes after the markets advertised trading times. |
| **WASTE AND RUBBISH REMOVAL** |
| * All rubbish to be put in bins provided, and the site left clean and undamaged. |
| **COVID SAFE POLICY** |
| * Current restrictions and regulations are to be adhered to. * All stall holders must be doubled vaccinated * If stallholders or patrons are feeling sick, they are to stay home, and not visit the event. |
| **FOOD REGULATIONS** |
| * It is the Stallholders responsibility to apply to Colac Otway Shire to obtain and pay any registration(s) required; * Stallholders must supply copies of registration(s) with the Colac Otway Shire to the Market Coordinator, including Streatrader ([streatrader.health.vic.gov.au](file://localhost/C:/Users/Owner/Dropbox/Templates/Events/streatrader.health.vic.gov.au)) registration; * Food Stallholders must comply with any local, state & federal health regulations and food acts; * Stallholders selling alcohol (take away only) must supply the Market Coordinator with copies of their liquor license prior to market days, and display it while trading * Failure to comply with health department standards and regulations may result in immediate closure of stall and future stalls may only be reinstated once the Market Coordinator and the Kawarren Recreation Reserve are satisfied all standards and regulations have been adhered to, and; * All food/drink samplings offered to patrons must be covered and protected from dirt/dust/insects |

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| **STALLHOLDER INDEMNITY** |
| * Without limiting the generality of any other provision of these regulations, the Stallholder hereby indemnifies and holds the Market Coordinator and the Kawarren Recreation Reserve Committee (Echidna House) harmless from and against all claims for Loss arising in connection with or in relation to:   + The Stallholder’s occupation of the market;   + The sale or attempted sale of the approved products or any other products or services;   + Any injury or harm suffered by the Stallholder;   + Any injury or harm caused to any property or suffered by any person as a direct or indirect consequence, in whole or in part, of any act or omission by the Stallholder;   + Any loss of or damage to the Stallholder’s property regardless of the cause of that loss or damage;   + The death of any person of a consequence, in whole or in part, of any act or omission by the Stallholder;   + Any breach of these regulations by the stallholder, and/or;   + Any legal costs on a full indemnity basis incurred by the Market Coordinator and the Gellibrand Community Group Inc. (Gellibrand Community House) as a result of the stallholder’s breach of these regulations. |