



MARKET RULES & REGULATIONS

To assist us and ensure we have a successful Market, we ask you to adhere to the following rules.

MARKET HOURS	BEGINS at 8 am and ENDS at 2 pm
SET UP	From 6.30 am to 7.45 am – Please do not arrive before 6.30 am
VEHICLE ACCESS	No vehicles will be admitted to the Market area after 7.45 am
PACK UP	Stallholders must not pack up before 2 pm, unless otherwise notified
PARKING	Stallholder Vehicles must be parked in the designated parking area by 7.45 am
EMERGENCY PROCEDURE	If a personal emergency arises, and you have to leave early, you must inform us. We will assist you in moving your vehicle safely through the Market. This must be complied with for safety and insurance purposes.
STALL SITE	Where necessary, Site Sizes and Fees may be negotiated with the Market Co-ordinator
SIZE	Only set up in your designated area. Do not encroach upon your neighbour's site. All tent guide ropes and tables must be within your designated area.
ADDITIONAL SPACE	If you require additional space, discuss your needs with us. This may require relocating your stall and payment of an additional site fee.
SAFETY	Ensure that our visitors cannot injure themselves at your stall. All Stallholders are responsible for ensuring that their stall is secure especially in windy conditions and where necessary, additional pegs or weights must be used. Any ropes used to secure those sites must remain within your allocated area. Stallholders must report any safety related incidents to the Market Organiser.
STALLHOLDER ATTENDANCE	
PERMANENT	Once a Stallholder has attended a minimum of three Markets in three months, that Stallholder is then classified as Permanent. Specific sites will be allocated to those Stallholders and will only be offered to a Casual Stallholder in the event of the Permanent Stallholder being unable to attend a specific Market. The Permanent Stallholder will resume occupancy of that site on their return to the Market, unless otherwise arranged by the Market Management. Once a Stallholder has been assigned Permanent status, those Stallholders must not be absent more than three (3) times a year in order to retain their Permanent Status.
CASUAL	A Casual Stallholder is one who does not attend our Markets on a regular monthly basis. Those Stallholders will be assigned a stall site according to availability on the day of the Market.
YOUR INABILITY TO ATTEND	If you are unable to attend a Market you must: Notify us by 7pm on the Friday prior to the Market. If you have prepaid, your site fee will be transferred to the following Market.
EMERGENCY	In the case of an emergency, you must notify us immediately, so that we can allocate your site to another Stallholder.
FEES	Permanent Stallholders : IF YOU DO NOT NOTIFY US, your stall site will be forfeited and your status will revert back to CASUAL. If you do not notify us and have prepaid, your site fee will also be forfeited.



MARKET RULES & REGULATIONS (continued)	
MARKET CANCELLATION	<p>Our Markets operate rain, hail or shine and will only be cancelled under exceptional circumstances on the day of the Market !!!</p> <p>If the Market is cancelled prior to 10am on Market day, your fees will be carried over to the following Market.</p> <p>If the Market is cancelled after 10am, on Market day, it will be considered to have occurred and no refunds will be made.</p>
FOOD REGULATIONS	<p>All food stalls must comply with the Council Regulations. It is the responsibility of the Stallholder to ensure that they have a copy of those guidelines with them at all Markets.</p>
PRODUCTS	<p>We are required to comply with the Council Development Application.</p>
AGREED PRODUCTS	<p>Please sell only the quality products that were originally agreed upon. If you wish to add to your product range, please discuss this with us prior to adding those products to your stall.</p>
COPYRIGHT	<p>Products that infringe the copyright laws are not acceptable at the Markets.</p>
RESPONSIBILITY	<p>Stallholders are responsible for their own products. Items not allowed include ... <i>Walt Disney, ABC, Coca Cola or any product displaying these symbols</i> © ® ™</p>
INFRINGEMENT	<p>Fines for copyright infringement can be well over \$50,000. This is YOUR responsibility.</p>
RUBBISH REMOVAL	<p>ALL Stallholders are responsible for the removal of ALL rubbish from their site.</p> <p>Food Vendors MUST take home their food scraps.</p> <p>The rubbish bins provided are for the use of the visitors to the Markets and are not for the use of Stallholders.</p> <p>If this rule is not adhered to, any additional costs for the removal will be charged to the responsible Stallholders. Any further breaches may result in the Stallholder being refused a site at future markets.</p>

June 2010

Brad & Kimberley Walters
Market Management
Cessnock Wine Country Markets