

K Town Markets

Stall Holder Application Form

Further Enquires: admin@ktownmarkets.com.au
www.ktownmarkets.com.au

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Fundraising groups pay the same as above.

Community Group Information – not sell only informing the public with information is free of charge.

Stall Holder Terms & Conditions

Please make sure you are 100% committed to fulfilling your obligations as a stallholder as outlined in this agreement. Cancellations have a significant effect on our entire working process prior to an event, including administration, logistics, marketing and PR.

The K Town Markets will not be held responsible for any loss or damage to person or property including the alleged negligence of the K Town Markets and including loss or damage arising out of weather and other conditions or the cancellation of the event due to any circumstance/s outside the control of the K Town Markets. All applications will be assessed on the following criteria.

Participation in the K Town Markets is subject to your acceptance of the following terms and conditions. Please read these carefully before completing the Application Form.

Can I bring my vehicle on site to unload and reload?

No vehicle access to the site will be while markets are operating. Car on site will need to be parked and switched off during these times.

Where can I park?

No parking is allowed on site during the operating hours of any market. All vehicles need to be parked in the Carpark.

When will I have access to the site to set up?

Access times, and all other information about setting up, will be outlined in the formal letter of confirmation. As a rough guide, access to the site usually opens 60 minutes before commencement of the event.

The Environment

K Town Markets does their best to ensure that the market grounds are left free of waste at the conclusion of the event. Your assistance in this matter is appreciated. Please try to reduce waste and use recycled and/or recyclable packaging and materials and remove all waste at the end of the market into bins provided.

Day Markets

Someone will be on location from 7.30am. Stallholders load in from 8am and no later than 8.30am, ready to trade by 9am. The market finishes at 12:00pm and no stallholder is permitted to pack up prior to this time.

Site Conditions

This is an outdoor market with a limited number of stalls and power. Stall sites will be allocated to Stallholders. Permanent Sties can be arranged, so you know where you are each week. Stallholders may use other free-standing displays of their choice – these must be secured and weighted appropriately. Failure to contain your stall within the site will result in a request to remove displays/items immediately.

- Payment - An Invoice will be emailed to you if your application is approved, and then an invoice will be sent though the week prior to each market day.
- All payments are to be completed electronically. Payment details will form part of the invoice.
- Non-payment within the time frame may result in your booking being cancelled
- Reminder emails for non-payment of invoices will not be sent
- All applicants must have their own Insurance
- Please note that fees are non-refundable.
- A copy of your Public Liability Insurance (PLI) Certificate of Currency must be provided with your application.

**I/WE AGREE TO THE ABOVE TERMS AND CONDITIONS
AND HAVE ATTACHED A COPY OF OUR INSURANCE**

Name:

Signed:

Date: