

Docklands Sunday Market

NewQuay Promenade

10.00 am to 8.pm

www.docklandsundaymarket.com.au

Christmas Twilight Market 9th Dec 2018

Free Entertainment all Day Sponsored by MAB NewQuay

Alex on classic guitar from 12am to 4pm

Santa from 12noon with 2 little Elves they finish at 4pm

Santa stays until finish.

**Docklands Open door Choir will sing Christmas carols 5pm to 7pm
(A 50 person choir something to be experienced)**

See website for Winter Markets Special events always priced separately

A Boutique Market on Newquay Prom Docklands Melbourne 5 minutes from the CBD
all trams free to Docklands

Market includes arts, craft, beauty, fair trade and locally made products.

Limited takeaway food stalls other food stalls OK.

If product approved, the site is 3x3 meters with a free car space provide behind stall.

Cost is \$130 on morning or late booking, an extra \$35 for each extra stall added to your existing stall; a \$15 discount applies if booked & paid in advance reducing fee to \$115 complete application in handwriting and return. Application becomes invalid if altered in any way. See page 2

Email or post **PO Box 17 Albert Park 3206** Mob 0412910496

info@docklandsundaymarket.com.au; cceileeno@2013@gmail.com

Contact Name		
Company Name		
Application Date Dates required		
Driver's licence	A copy photocopy of both sides of your driver's licence	
Food requirements	See page 2, Rule 7, for food regulation requirements Local Council +SOT, food handling, public liability insurance	
Address		
Contact Details Application Date	Phone	
	Mobile	
	Email	
Type of Stall/Product		
Second hand Dealer's licence		
Signature/required You have read & understand page 2 conditions		

DOCKLANDS SUNDAY MARKET APPLICATION

- 1 **Application:** include photocopy of goods and Driver's Licence plus Certificate of Public Liability Insurance.
Stall Location: Booking of space and positioning of stallholders are allocated by Market Manager only, if the position needs to be changed it will be at the discretion of the market manager and is final.
- 2 **Stall Set up & Finish:** Arrival time all stalls no later than 8:30 food enter first at 8.45, variety stallholders entry 9:00am otherwise by instruction turn left to Doepel Way then left on Carival lane. Wait in line. No entry before Market Coordinator arrives. Stays in line on left hand side do not blockroad way. **No entry to Market after 10am. Bollards will be locked at 11am reopened for exit from 9.00 to 10.00 pm these changes are for security reasons** The display of goods and operation shall be confined to 3X3 space 3 do not encroach on 3 meters walkway or other Stall Holders. Clean-up 1 hour after from 8pm without exception and take all of your rubbish with you. **No exit under any circumstances before market finishes.**
- 3 **Stallholder's Cars** must be ushered by in Marshal then placed; When driving to site hazard lights and must be on and speed at walking pace to allotted space. Cars parked parallel to water as close as possible, side stallholders must not, under any circumstances unload on water side to do so is at your own risk, also gazebo to be in line with Bluestone walkway leaving walkway clear for pedestrian.
- 4 **Stall Safety & Appearance:** stallholders must ensure all their display equipment, tents, tables, are Securely fixed (sandbags 20kg weights per leg) each car must have a drip tray under the engine in case of oil leaks Council requirement Stallholders are requested to maintain their stall in a clean and tidy manner and must take home all unsold items, boxes, paper, wrappings.
- 5 **Payment & Refunds:** \$130 Payments required in advance to secure 3x3 stall space including a car space at rear of stall. Please contact Market Manager, Urban Acorn Pty Ltd, for payment options. A \$15 discount applies when paid in advance.\$35 for each extra stall added to existing stall No refunds If you have booked a place and are unable to attend, please advise Market Organizer ASAP. **Dogs: are only allowed if on a leash.**
- 6 **Market Cancellation or Early Finish:** the Market Organizer will make and advise this decision which is final, and will only be made in extreme circumstances. (see rule 2 for entry and exit times).
Alcohol: consumption of alcohol is prohibited within the Market.
- 7 **Food Registration:** Limited takeaway foods allowed and are obligated to apply for only what you are registration for – gazebo or trailer; a ground cover or drip tray must be placed under food, cooking appliance. All City of Melbourne requirements must be abided by for food operation, dated leads or gas bottles, fire extinguisher and fire blanket, hand and utensil washing facilities. On application the Market Management needs to be provided with copies from your Local City Council Health Department, Food Handling Certificate & Public Liability Certificate also registration required on:
<https://streatrader.health.vic.gov.au>
- 8 **Must not be sold under any circumstances** :pets or fish, ANY COUNTERFEIT or COPIED or STOLEN or illegal goods, tobacco, firearms, explosives, poisons or pornography, electrical goods or CDs cannot be sold. Stallholders are responsible for complying with laws and regulations relating to goods for sale.
- 9 **Insurance:** All stallholders need your own public liability \$10,000,000 insurance cover. The Market Management shall not be liable for any person using these premises for personal injury or loss of or damage to stock whatsoever whether by negligence or otherwise incurred or suffered by that person.
- 10 **The Market Management reserves the right** to refuse admission to the Market to any person without giving any reason and to eject or cause to be ejected any person and/or his/her goods and chattels without giving any reason. This decision is final and binding. Stallholders are responsible for complying with all laws, rules and regulations relating to goods/food if allowed to be offered for sale.

Customer Tram and public parking Information:

All trams are free City circle to Docklands. Free Entry to Market last stop on Harbour Esplanade past Etihad stadium enter NewQuay Promenade. Harbour Town shopping Centre is last stop D11 Docklands Drive.
Lots of public car parking google.

Emergency procedures: in case of illness or accident to public or stallholder.

Call First contact Eileen Fiederling marker Coordinator Mob 0412910496

First Aid/marshal Tony Hendricksen Mob 040811182 Cathy Swanborough Mob 040821034 Entry St Mangos Lane must be kept clear at all times in case of emergency for entry of Police, Ambulance or Fire Engine. You will be aware who is on duty as they will be there on your arrival. There is always a fire extinguisher at the First Aid Tent First aid tent which doubles as lost Children or goods also is an assembly area in case of an emergency all stallholders are expected to assemble to be counter when asked.