

# Docklands Sunday Market

NewQuay Promenade 10am to 5pm

[www.docklandsundaymarket.com.au](http://www.docklandsundaymarket.com.au)

**Stall holder Application**

**Jan 2019**

A Boutique Market at Melbourne Docklands 5 minutes from the CBD on the water all trams are free to Docklands free customer entry to Market, Arts, handmade, craft, recycle fair trade and locally made products some food

**Every Sunday from 13<sup>th</sup> Jan 2019**

**2<sup>nd</sup> and 4<sup>th</sup> Sunday for Winter June July August**

**Applicants are obliged to read rules on page 2.**

Booking confirmed only when paid in advance one week before market when discount applies. Food must be approved 1 week in advance. Download application complete in handwriting and return with required paperwork, application becomes invalid if altered

in any way. [info@docklandsundaymarket.com.au](mailto:info@docklandsundaymarket.com.au);

[eileeno2013@gmail.com](mailto:eileeno2013@gmail.com); Mob 0412910496

<b>Contact Name</b>		
<b>Application Date</b> <b>Dates required</b>		
<b>All stalls must send</b>	<b>Driver's license Public liability Insurance cover ten thousand dollars photo of goods Food</b>	
<b>Food requirements</b>	<b>See page 2, for food regulation requirements Local Council registration SOT, Food Handling certificate, food Requirement list attached</b>	
<b>Address</b>		
<b>Contact Details</b> <b>Application Date</b>	<b>Phone</b>	
	<b>Mobile</b>	
	<b>Email</b>	
<b>Type of Stall/Product</b>		
<b>Second hand Dealer's License</b>		
<b>Signature/required</b> I have read & understand page 2 conditions		

# DOCKLANDS SUNDAY MARKET APPLICATION

P2 Jan 2019

**1) Stall Set up & Finish stall location:** Arrival via Doepel Way then left wait in line on Caravel Lane. Food stalls arrive at 8.30am enter at 8:45am, Boutique stallholder arrive at 8.30am entry 9:00am. No entry before Market Coordinator arrives & directs order of entry. Stay in line left side of Caravel lane Enter via St Mangos Lane enter only when asked at walking pace with hazard lights on, to placement on Promenade by coordinator. No admittance after 10am **entry bollards locked at 11am opened again at 5pm** Display of goods and operation shall be confined to this space and will not encroach on Bluestone public walk way or other Stall Holders. **Trading stops at 5pm clean-up 1 hour after without exception and take all of your rubbish with you.**  
**No exit under any circumstances before 5pm (as bollards are locked) when market finishes if your stall takes longer please start packing up at 4.30pm**

**2) Stallholder's Cars** must have a drip tray under car engine be ushered by coordinator/Marshal then placed in a 3x3 space including car if the position needs to be changed it will be at the discretion of the Market Manager and is final. When driving on site hazard lights must be on and speed at walking pace to allotted space. Cars parked parallel to water as close to raised barrier as possible, stallholders and must not unload on water side to do so is at your own risk, also gazebo to be in line with bluestone walkway leaving 3 meters clear for pedestrians.

**3) 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.** Stallholders are requested to maintain their stall in a clean and tidy manner and must take home all unsold items, boxes, paper and wrappings.

**4) Payment \$55** giving you a \$15 discount required one week in advance paid to Urban Acorn Pty Ltd by Monday Securing a 3x3 stall space which includes one car space at rear, an extra stall space is available for \$35. Stall fee is full price if paid after Monday \$70 applies; your booking can only be moved once when informed by Monday before Market. Food and Soy Candles must pay 1 calendar month in advance (as we have limited stalls) Payment details given only when all paperwork received and application approved, If the Market is cancelled by Management, stallholder will receive a credit of \$25 to be used within that calendar month No refunds under any circumstances, if unable to attend, please inform Market Organizer ASAP.  
Dogs: are allowed but only on a leash.

**Market Cancellation or Early Finish:** the Market coordinator will make and advise this decision which is final, and will only be made in extreme circumstances.  
Consumption of alcohol is prohibited within the Market.

**5) Food Registration:** Some takeaway & producers allowed are obligated to apply for only what you are registration for gazebo or trailer; ground cover 3 sides on tent or drip tray under food, cooking appliance. City of Melbourne requirements must be abided by for food operation **complete food requirement list attached**, Fire extinguisher and fire blanket, Food Safety Program available and kept on site, high risk food stored at ambient temperature, hand and utensil wash basin with warm easily accessible take away waste water. On application provide copies from Local City Council Health Dept. Food Handling Certificate & Public Liability, Streatrading certificate SOT from <https://streatrader.health.vic.gov.au>; Compliance certificate checklist from Energy Safe Victoria [www.esv.vic.gov.au](http://www.esv.vic.gov.au); Ph. 1800652563 dated leads or gas bottles.

**6) 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, alcohol, electrical goods or CDs cannot be sold. Stallholders are responsible for complying with laws and regulations relating to all goods.

**7) Insurance:** All stallholders must have Public Liability Insurance cover for \$10,000,000. 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. The Market manager has insurance over the market not for but stallholders.

**The Market Management reserves the right** to refuse admission to the Market without giving any reason and to eject or cause to be ejected any person goods and chattels. 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.

**Emergency procedures: in case of emergency illness or accident to public or stallholder. First contact Eileen Fiederling market Coordinator 0412 910 496**

**First Aid/marshal Cathy Swansborough Mob 0408 210 374**

**Emergency Entry via St Mangos Lane must clear at all times for Police Ambulance or Fire Engine In case of emergency all stallholders are expected to assemble at First Aid Tent. Leave area when asked in order on instruction taking only Money or hand bag leave stall car locked and all goods on Newquay Promenade.**