

Millthorpe Markets April 2012

Market Day Information / Terms & Conditions

Date: Sunday 1st April 2012

Duration: 8.30am to 4pm

Location: Redmond Oval, Park Street Millthorpe

The Millthorpe Markets are the major fundraiser for Millthorpe Public School P & C Committee and all proceeds from the day go to Millthorpe Public School.

All nature of stalls are invited to apply and we expect a high quality of wares to be on offer.

Millthorpe Markets are an **ALL DAY** market and stalls must be operational from 8.30am to 4pm.

Applications Open Jan 1st 2012 and Close 10th February 2012

Stallholder notification will be from 20th February 2012

Once you are accepted as a stallholder there will be no refunding of stall fees due to stallholder withdrawal or cancellation of markets.

Access to Redmond Oval: The oval is situated on the Orange side of Millthorpe and access is via Park Street (Orange Road) through the main entrance gates. The main gates of the oval will be open & remain open from 5am until 8am. After this time the gates will be closed in the interests of public safety and **not reopen** until 4pm.

Stall Sites: Stall sites are not allocated and upon arrival stallholders will be directed to the next available site by Markets marshals. Both the inner and outer ring of stalls will begin being filled from the left (at entrance to the oval) and continue in a clockwise direction until they are full.

Additional stalls will be available in the middle of the oval and also outside the oval in a further semi circle from the tennis courts to the cricket nets. See Redmond Oval Map

Stallholders must bring everything they need to set up their stall i.e. tables, shelter/shade, power leads.

Vehicles are allowed to remain behind your stall as long as they remain stationary until the markets close and do not exceed your 3m site width. Stall holders with 1 site will be asked to park nose into the fence (or middle of the oval) and stall holders with 2 or more sites may park parallel to the fence or lengthways behind your stall as long as the 6m width of stall is not exceeded. See Stall Setup Guide

Site Fees: \$60 per site (3m x 3m non-powered) for insured stallholders only. Your site fees cover the 3m x 3m space for your stall and not additional space beside, behind or in front of your stall. Markets Marshals will be on hand when setting up to ensure that this is adhered to.

Site Fees are payable on application – see application form for details

Powered Sites: There are a limited number of powered sites. Powered sites are for stallholders who require power to operate their stall. These sites will be clearly marked and allocated at the discretion of the markets committee.

3m x 3m powered sites are \$80 per site.

Insurance: All stallholders must have public liability insurance with a minimum of \$10 million coverage. Stallholders are requested to bring a copy of their current policy on the day.

Entry ticket: Stallholders must present their entry ticket to Market marshals on arrival at the main gate. Stallholders with additional sites will have additional entry tickets and are asked to present them to the Marshals to verify additional sites.

OH&S: A visual inspection of each stall will be carried out on the day to minimize any potential for injury.

Traffic Management: Traffic controllers will be in place from 6am to 5pm assist with traffic flow.

Food Stalls All people supplying food must comply with Blayney Shire Councils' Food regulations. Contact Blayney Shire Council to obtain the appropriate information. www.blayney.local-e.nsw.gov.au

Advertising: Apart from the markets website, social networking websites such as Facebook and Twitter will also be utilized. Newspaper advertising has or will appear in the Markets and Fairs magazine, Blayney Chronicle, Central Western Daily, Western Magazine, Midstate Observer & the Western Advocate. Radio coverage has or will be heard on B Rock and 2BS Gold in Bathurst, 2GZ & Star FM in Orange. Television advertising will occur on the community information segments of Prime, WIN & Channel 10. **And**, the Markets Committee will conduct an intensive Television Marketing Campaign on Prime TV and WIN TV, through a 15sec commercial, which will air in the two weeks prior to the Markets.

Assistance on the Day: Markets Marshals will be on hand and in flouro vests if you need assistance.

Please note: Camping is not allowed at Redmond Oval. No stallholder may set up the night before – all stall holders are to set up on the day of the markets only

Cancellation: The only reason for cancellation of the markets would be due to extreme weather conditions.

24hours notice via email or phone to all stallholders will be given.

Cancellation advice will also be on the website so please look here if you are unsure.

Notification of any cancellation will be made over Radio 2GZ and Star FM in Orange and 2BS Gold in Bathurst.

No stall holder fees will be refunded in the case of cancellation.