



Stallholder Terms & Conditions

The Bellinghen Growers Markets runs the Bellinghen Artisan Market. This document outlines the principal rules and guidelines necessary for the Growers Market to operate with compliance and efficiency.

Stallholder applications will be assessed before granting permission to conduct a stall at the next Growers Market on the condition the stallholder accepts and complies with the terms and conditions of this document and indicates this by ticking the box on the “application form” .

Please read the below thoroughly before you tick the box on your application. If you have any questions about anything, please email the secretary at bellogrowersmarket@gmail.com

About Bellinghen Growers Market (BGM)

The BGM is a non-profit incorporated association run on a voluntary basis by a steering Committee. The Committee consists of stallholders and community members. The BGM association has adopted the model rules for incorporated associations without any modification. The BGM presents the Growers Market every 1st, 2nd and 4th Saturday of the month and the Artisan Market every 2nd Saturday in June and December. Times are currently 7:30-11:30

Stallholder objectives:

1. showcase a diverse range of quality plants, food, produce from the mid north coast
2. **Your products must meet our ‘MAKE IT BAKE IT OR GROW IT’ criteria**
3. support local artisans and growers to sell their products to the local and wider community
4. facilitate networking between all market stakeholders and community
5. foster beneficial exchange of knowledge, ideas and information
6. provide a venue where people can shop, socialise and relax in a friendly environment
7. build and empower our community spirit
8. strengthen local economy by encouraging visitors to our region to buy at our market and in town
9. promote local musicians, performers, and community groups

How to book a stall

- Email an expression of interest to: bellogrowersmarket@gmail.com
- We will assess each booking and get back to you asap with a booking number and further instruction.
- The BGM reserves the right to refuse any stallholder at their discretion
- If you are booked in and you can't come we need to know by **WEDNESDAY BEFORE** the market for all permanent stallholders otherwise a 50% stall fee will be charged. For **casual stallholders** you must book in by **WEDNESDAY BEFORE** the market.
- We ask you to have the correct cash on the day, so we don't have to give out change.

Insurance and certificates:

All food and skin products, body work and entertainment must have their own insurance. Food stalls need food safety, hot food stalls must also have council and food supervisor cert. We can supply insurance for all other stalls. Please indicate your preference on the booking form. To learn more of what's expected from food stalls at markets, please click on below links.

<https://mymarketinsurance.com.au/>

<https://www.foodauthority.nsw.gov.au/retail/home-based-mixed-businesses>

<https://www.foodauthority.nsw.gov.au/retail/markets-and-temporary-events>

Wet weather policy:

The market will go ahead with a bit of rain. We only cancel if extreme weather, or the grounds are unsafe. Stallholders will be advised asap and notifications will be placed on our Growers Facebook and instagram pages, also on our web page. Please come prepared for all weather.

Set up and parking:

- Arrive from 5.30am-6.30am via Hammond St gate. You will be directed to your site.
- Once set-up please remove your car onto the street -No cars are allowed in before 11:30am.
- Vehicles off site by 7.30am and please exit via Hammond St by 1pm.

Other stallholder responsibilities:

- To be respectful, considerate and friendly & no smoking in market
- Local, State & Federal regulatory obligations are the responsibility of the stallholder.
- Compliance with Council and NSW Food Authority are the responsibility of the stallholder.
- Handmade food **must** be labelled correctly.
 - ✓ Name, address and contact number of producer
 - ✓ Net weight of contents. All ingredients listed in descending order by weight
 - ✓ Use by date and product information.
- Stallholders are responsible for bringing all the equipment they need to operate
- Please leave your site cleaner than you found it 😊
- BGM does not tolerate inappropriate behaviour and will ask the person concerned to leave.
- **No plastic bags or non-compostable disposable containers allowed.**
- No dogs (except Guide/Assistance animals) in accordance with the *Companion Animals Act 1998* (NSW).

By attending The Bellingen Growers Market as a stallholder you are agreeing to all of the above Stallholder Terms & Conditions - thankyou.