

STANSBURY PROGRESS ASSOCIATION INCORPORATED
(ABN 14367466772)

Stansbury Seaside Markets
Stallholder/Exhibitor Permit

I _____ (Name) for and on behalf of
_____ (Business Name/Group)

Address _____
_____ Postcode _____

Contact Details work _____ home _____
mobile _____ email _____

The dates I wish to book are as follows: _____

Is food and/or drink to be sold? If yes, please provide details _____

Is music to be played? If yes, please provide details _____

Do you require Power? If yes, please provide details (type of amps etc)

Description of Goods or Services: _____

Do you have current insurance cover?

Yes / No

If yes (please provide a copy of your certificate of currency with this application)

Definitions: SPA Inc. means the Stansbury Progress Association Incorporated

The issuing of a market permit is subject to:-

- A. The permit holder agreeing to the General Conditions of the permit as contained herein.
- B. The permit holder agreeing to all Special Conditions which the Stansbury Progress Association Incorporated may determine.
- C. The permit holder paying the prescribed fee (see page 4)
- D. The permit holder providing a copy of all appropriate insurances and certificates as required by either the General Conditions or Special Conditions of permit.

General Conditions of Permit

1. The permit holder should take out and keep current a public risk insurance policy in the name of the permit holder insuring the permit holder for the minimum sum of ten million dollars **(\$10,000,000)** against all actions, costs, claims, damages, charges and expenses whatsoever which may be brought or made or claimed against the permit holder in relation to the activity.
2. The permit holder must provide confirmation of insurance to the SPA Inc. Such policy shall bear the endorsement of the Insurer indicating the Insurer accepts the indemnity given by the permit holder.
3. The permit holder, where appropriate, shall ensure that it is licensed or registered to carry out the activity authorised by the issuing of this permit.
4. The permit is not transferable.
5. The permit holder shall comply with and give all notices required by any Act of Parliament, Ordinance, Regulation or By-law relating to the activity.
6. No food or drink will be offered for sale by any permit holder without the prior approval of the SPA Inc.
7. No music system or amplified sound to be used by any permit holder without prior approval.
8. Stalls and exhibitors sites will be allocated by the SPA Inc. and no allocated sites may be altered without their approval.
9. The permit holder shall ensure that its site or sites are left in a clean and tidy condition at the end of the event. Failure to do so may result in cleaning fees being charged.
10. The use of power by permit holders shall not exceed that agreed to and approved by the SPA Inc. Please note that there is limited power supply and not all sites have power. A fee for power may be applicable.
11. All cords and extension cords must be tested and tagged to meet legal requirements. Your local Electrician or Testco Australia (Phone 8522 3306) can carry out the testing and tagging of all your electrical appliances.
12. This permit is liable to be revoked by the SPA Inc. if the permit holder fails to comply with a condition of this permit or may be revoked in any other justifiable circumstance.
13. Stall holders are required to advise the market manager of the products or service that will be sold or provided on the stall at each market. This gives the manager an opportunity to situate you away from another stall holder with a similar product. Stall holders are required to notify the market manager prior to a market if they wish to add a consumable to the stall for example fruit and vegetables.
14. Stall Holders who are registered as casual attendees are required to notify the market manager three days prior to a market date of their intention to attend a market on telephone 8852 4577. The Market Manager has a mobile phone number 0488955524. Please be aware we operate the markets on limited office hours and phone calls are preferred during office hours 9.30am – 4.00pm. If you are unable to contact the office during this time then a message can be left on either number. Messages will be answered the next working day. Text messages are acceptable on the mobile number.

15. *Extreme Weather danger: Whilst a market will not be cancelled based on a forecast of inclement weather-it can be cancelled on receipt of a warning of severe weather danger.* The market manager will decide if the market will be held by 12 noon the day prior to a market working on the Adelaide weather forecast. If the market is to be cancelled all stall holders who have booked a stall will be notified if contact details are provided.
16. *Extreme heat policy.* This can be deceiving if working on an Adelaide forecast as we are situated on the foreshore. Generally the forecasted Adelaide temperature is not reached, this will also depend on the wind direction. A market will not be cancelled due to extreme heat, but the market may close early due to the heat.
17. Stall holders are advised the market manager is required to complete a market plan 2 days prior to a market and this must include stall holder identification, emergency evacuation plan and emergency access for services. **Therefore stall holders are requested to unload and remove vehicles from the market site as soon as possible on a market day.** Access points into each market site must remain clear at all times throughout the day. **Stall holders are requested to refrain from entering the market site prior to 2pm once the market is underway with a vehicle unless the heat policy applies and the market closes early.** This is a safety risk with pedestrians and market patrons alike and the stall holder will be asked to remove their vehicle without delay.
18. Casual stall holders will be allocated a site on arrival at a market. Please be aware careful consideration has been used to calculate your location. Sites are not negotiable especially at larger markets due to limited space. Not all sites have shade and stall holders are encouraged to bring a gazebo or marquee, the site frontage is 3.3m and if you require access to all sides of your stall you may need to book a double site.
19. The Memorial entrance and memorial site is not to be intruded upon by stall holders and must remain free for public use.
20. Stall holders who sell food or consumables are required to follow correct food handling procedures and have correct labelling. The market manager has the authority to test food products on a market day for correct storage temperatures and labelling, this information will be documented as recommended by the Health Officer employed by the District Council of Yorke Peninsula. Should an incident arise the stall holder will be advised.
21. **Stall holders are required to be set up ready for patrons by 8.45 am. All vehicles must be removed from the market site by 8.30am.** Parking of vehicles is the responsibility of the stall holders and is based on a first in best park basis. Stall holders who have a roadside site are able to park one vehicle at the rear of their site. Stall holders who do not have a roadside site are requested to park outside the market site area, but not in front of the Hotel. The road will be closed 9am – 2pm for all future markets due to the number of patrons and the safety aspect.
22. This permit will not come into operation until proof of the appropriate insurance has been provided to the SPA Inc. and a copy of this document has been returned to you. The market manager may contact the insurance company to confirm eligibility to conduct a stall in a market type atmosphere under the public risk and liability clause.
23. Please complete registration details and return to the Market Manager. A copy of your registration form will be returned stating if your permit has been approved. If your permit is approved you will receive an induction letter and stall holder identification which must be displayed at each market.
24. Stall holders who do not follow the guidelines for market trading will be asked to leave and will not be accepted for trading at future markets.
25. Please note that no cash or credit card refunds will be given. If more than 24 hours notice is given then an opportunity to transfer to the next market will be considered depending on the availability.

I hereby make application to the Stansbury Progress Association Incorporated for attendance at the Stansbury Seaside Markets, held on the foreshore at Stansbury. I acknowledge that I have read and understand the permit conditions and agree to abide by and be bound by the said conditions.

Signed for and on behalf of the permit holder

Name _____ Signature _____
_____ Date _____

Current Fees (please circle)

- Site Fees \$32.00 per site approx 3.3m frontage
- Seasonal Pass \$220.00 – single site for 10 markets
- Seasonal Pass \$400.00 – double site for 10 markets
- Trestles available @ \$5.00 per table (**Please advise on booking and pay on the market day**)

All market site fees are to be paid prior to the market. Your application will not be processed without prior payment. Payment can be made by cheque, credit card or paying cash in person at the Visitor Information Centre.

Credit card payment	
Name on the credit card:	_____
Credit card number:	_____
Card expiry date:	_____ Amount \$ _____
Signature of card holder:	_____

Please return to the Market Manager

Stansbury Seaside Markets
PO Box 13
Stansbury SA 5582

Office use only.....

Permit Approved Yes / No

Signed by or on behalf of the Stansbury Progress Association Incorporated

Name Angela Spirritt Signature _____
Position Market Manager Date _____