

Torquay Cowrie Market terms and conditions

Torquay Cowrie Market organisers reserve the right to refuse entry or impose loss of stall site for non-compliance with the following guidelines. The Torquay Cowrie Market takes safety seriously and is being run within sustainable guidelines. It is a WasteWise event.

All goods should fall into at least one of the following categories: homemade, environmentally friendly and sustainable, homegrown, community group, self-designed/made, fair trade, food/beverage and health/wellness. All applications will go through a vetting process by the market organisers. You will be notified after this process regarding your application at least two weeks prior to the market.

REGULATIONS AND CONDITIONS OF TRADE

1. Health and safety regulations relating to the sale of goods **MUST BE** adhered to.
2. Stallholders are responsible for the cleaning of their allocated site, and each stallholder must take their own personal rubbish away with them.
3. Each standard site measures approximately 3 x 3m.
4. Entry by stallholders must be before 8.00am and not prior to 6.30am.
5. Strictly **NO** vehicles moving on the market site between the hours of 9.00am and 3.00pm.
6. Car sites have space for strictly one car behind their site. All other vehicles must be removed by 9.00am. Note: cars parked off-site in a no-parking area risk being fined.
7. You are expected to keep your stall open from 10.00am to 3.00pm.
8. Stallholders **must** hold Public Liability Insurance to cover you for at least \$10 million. Please note the Torquay Cowrie Market is unable to provide this.
9. There are a limited number of sites available with water and power and must be requested on application. Gas and electrical safety guidelines must be adhered to. Electrical equipment is to be tested and tagged, and gas bottles must be in date and stored in a safe ventilated area outside your marquee.
10. Torquay Cowrie Market is a single-use plastic free event. Other packaging and single-use items are to be kept to a minimum and must be compostable. Environmental weeds (as listed in the Surf Coast Shire Council's guidelines) must not be sold.
11. Stallholders are to provide their own trestle tables and marquees. These are to be of a high standard and secure in strong winds. The stall must be safe, neat, well-presented and visually pleasing.

12. Stalls selling food and food products must register with 'Streatrader' and comply with requirements set by the Surf Coast Shire's Environmental Health Officer, which can be obtained by ringing (03) 5261 0600. Appropriate documentation must be supplied with the application. Traders using an open flame will also need a 'Permit 40' from the Country Fire Authority to be able to trade on total fire ban days. This is to be provided at the start of the season with your application form.

13. The market will be cancelled on Code Red or extreme weather days, no refunds will be given for cancellations due to safety reasons outside our control. Please note that the market is held in the open with the risk of high winds. The market will continue on wet and windy days unless it is deemed unsafe to the public by the market organisers, land managers (GORCAPA) or other stakeholders such as the Surf Coast Shire, Police or CFA. Marquees and stallholder furniture must be sturdy enough to handle strong winds and be secured down appropriately, keeping the access pathways clear at all times. If management deems the marquee to be unsafe, it will be asked to be taken down. Monitor the Cowrie Market Facebook and Instagram pages for the most up to date information prior to the market. An email regarding cancellations will be sent out if time allows.

14. Refunds, should you choose not to attend a market, are NOT given unless a request has been made 14 days before the event.

15. Market organisers will allocate sites prior to the market day, and you will be notified. They will do their best to cater for requests, however their decision is final as they must consider the market as a whole.

16. Any bullying or harassment of Torquay Cowrie Market staff, volunteers, other stall holders or general public will not be tolerated and can result in the cancellation of your stall.

17. Your privacy is important and the Torquay Cowrie Market will not share your details without your permission.

Alterations, suggestions, or grievances need to be in writing to the Market Committee hello@torquaycowriemarket.com