



Merri Community Shed

Community Markets **Stallholder Terms & Conditions**

Acknowledgement of Country

Merri Community Shed (MerriCS) acknowledges the Wurundjeri Woi-wurrung people as the Traditional Owners and Custodians of the lands and waterways in the area currently known as Merri-bek. We recognise their continuous connection to culture, community and Country and embrace their traditional and contemporary cultural and creative expression. We pay our respects to their Elders past, present, and emerging, and to all First Nations people who are part of the community today.

About the MerriCS Market

Markets are a means to raise important funds for the Merri Community Shed. They are held on the old Coburg Bowling Club Myrtle Porter Green, rink 01. We share the old Bowling Club space with our fabulous neighbour, the Coburg Commons, who are also a member-led, volunteer based, community enterprise. The fundraising efforts and outcomes of the market are used to support the mission of the Merri Community Shed.

The Venue

The MerriCS is located at 19 Harding street, Coburg. The space adjoins the Coburg Commons to the East, and a carpark to the West.

ALL Marquees require mandatory weights.

As the bowling green is open to the elements, it is mandatory for all market sites to:

- Have a marquee/gazebo/covering for sun and weather protection
- That they be weighed down by at least 20kg securely attached to each leg

All marquees brought onto the site must be high-quality, durable and designed to withstand outdoor conditions. No pegging is allowed. All sites will be inspected for safety prior to trade. Marquees are the responsibility of the stall holder. Where they have been hired from MerriCS, marquees shall be provided to the requirements set out herein, please do not adjust or modify the marquee in any way.

Stallholder Fees

Stallholders are charged fees for 3 by 3 metre sites. The rate is fixed per stall holder. Any further provisions are hired at prescribed rates. All fees are to be paid prior to entry as a stall holder.

Fees are non-refundable.

Lighting and Power

Stallholders should provide their own independent source of lighting, power and payment method.

Power is only provided to stalls who have pre-paid for the provision of power. Power is 10amps only. Any stall exceeding 10amps may be subject to disconnection without notice.

Insurance

Stallholders should have their own public liability insurance. This will cover them for the activities they undertake at the market. A copy of the public liability insurance Certificate of Currency may be requested.

Site Management

Security

Stallholders can enter the market site 2 hours prior to the opening of the market to set up their stalls.

No items are to be left on-site after the market space closes. Stalls and stock are to be packed down and removed from the site within 1 hour of the close of the market. Help can be requested from MerriCS volunteers.

Site Information

Stall sites are accessible and equal in size. Marquees provided by the MerriCS will tend toward the outer wall of the bowling green. Sites have been allocated with consideration for their power requirements and relationship to other stallholders. While all care and consideration have been taken to ensure all sites are equitably planned, we cannot guarantee your preferred placement.

Accessibility

MerriCS Market is intended to be accessible by all. Stallholders should consider accessibility with care. Stalls should be designed to ensure heights allow for a diversity of abilities, ethnographies, ages and mobilities. We suggest you consider clear visual displays with text and pictures, and highly readable colours and font sizes.

Waste Management

Stallholders are responsible for managing the waste generated by their stall throughout the event. Please remove the waste from your site including general waste, recycling and compost. General Waste, Mixed Recycling, Glass and FOGO Bins will be provided **for public use only**.

Water

MerriCS Market will provide water that can be used by stallholders for drinking and filling containers. There will be no access to hot water. Stallholders who require the need to clean and sanitise equipment will need to bring their own water storage.

Handwashing Facilities

Stallholders that require hand washing must supply their own hand washing facilities.

Safety

Stallholders are required to operate safely and adhere to any applicable safety regulations and guidelines. Please treat patrons with respect, care and patience. Should you have any concerns or problems with a patron, please reach out to your nearest MerriCS representative or call Megg or Dave at your earliest opportunity.

Smoke Free Market

Smoking is not permitted on the event site.

Alcohol Free

MerriCS Craft Market will operate as an alcohol-free event. No alcohol can be brought to the market, sold or provided by any stallholder to the public.

Sustainable Market

MerriCS Craft Market adheres to the Merri-bek City Council Plastic Wise Policy. Stallholders are required to minimize their use of packaging and produce. [Click this link to find more information and a copy of the Plastic Wise Policy, via the Merri-bek City Council website.](#)

The following items are not permitted at the event:

- Balloons
- Single-use plastic including bags, bottles (e.g., water, soft drinks), cups, plates, bowls, straws, cutlery, and takeaway containers
- Non-recyclable packaging
- Compostable plastic cups, plates, bowls, straws, cutlery, and takeaway containers
- Avoidable plastic packaging like cling wrap, plastic bags, or similar
-

Please use reusable event materials like promotional banners and flags whenever possible.

Terms and Conditions

- The Event Manager, at their discretion, may direct a stallholder to leave if their behaviour is deemed offensive or unsafe. If a stallholder is directed to vacate a site, please do so quietly and promptly. Stall fees will not be refunded.
- Stallholders must be available to trade during market opening times.
- The Event Manager reserves the right to cancel the event under any circumstances that pose a reasonable risk to stallholders, the public, or staff (including inclement weather on contingency dates). In this case, refunds will not be provided.
- Stallholders must remain on-site for the duration of the event.
- Stallholders must abide by any lawful direction by event staff on the day of the event.
- Stallholders must maintain the high standards of presentation and service.
- Please note that all electrical equipment must be tested and tagged by a suitably qualified person before being brought to, or used at, the event.

Privacy and Declaration

Merri Community Shed Inc. values your privacy and has a policy in place to handle your personal information. By recognising the terms in this form, you authorize the MerriCS to collect and use your information for assessing your application, administering your license, providing references for future site tenancy applications, and promoting the market. Your information will be kept confidential unless required by law, and you can request access to it at any time. Please ensure you have read and understood these terms before attending the MerriCS Market as a stallholder.

By attending the MerriCS Market you agree to the following:

- You have read the above and acknowledge the collection and use of your personal information as outlined above in this document;
- You have read and understand this document and agree to its terms;
- You are a permanent Australian resident;
- You are not currently an insolvent or a bankrupt pursuant to Bankruptcy Act 1966;
- To the best of your knowledge the information you provide is true and correct in every detail at the time of making your application; and
- You understand that if you fail to attend, you will not be refunded your stallholder fees

Important Contact Details

Should you require assistance during market opening times, please call:

Megg: 0412 063 570

Dave: 0408 369 061