



## Application for Trade Space Form Manjimup Markets and More

**Saturday 9 December 2023**

Enquiries: Paula Benson

Phone: 0401 172 064

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The Manjimup Markets and More event will be held under the auspices of The Manjimup Cherry Harmony Festival on Saturday 9<sup>th</sup> December 2023. The event will be held in the Manjimup CBD focusing on Brockman Street, Coronation Park including Johnson Crescent, Manjin Park including the Manjimup Farmers Market marquee and surrounding areas.

Road closures will only include Johnson Crescent and Brockman Street. The main street, Giblett Street, will remain open to the public.

### APPLICATION CONDITIONS

- Only an application on the enclosed form together with required documentation will be considered.
- By signing this application, you accept **ALL** terms and conditions contained within this document.
- Applications close Friday 27<sup>th</sup> October 2023 unless sold out prior.
- **NO REFUNDS** will be issued after Friday 24<sup>th</sup> November 2023.
- Applicants will be advised of their site location via email by 17<sup>th</sup> November 2023.

Applicant Category	Fee per space (3m wide x 3m deep)
Art & Craft	\$65.00
Commercial Trade (non-food)	\$75.00
Fine Foods/Fresh Produce	\$65.00
Wine or other alcoholic beverages	\$90.00
Commercial Food	\$100.00
Community Groups Display – no trade	FREE
Not for Profit Organisations	\$20.00
Power 10 amp	\$25.00
Power 15 amp	\$25.00

## BUSINESS DETAILS

TYPE OF GOODS FOR SALE/DISPLAY – PLEASE TICK BELOW						
Art/Craft  <input type="checkbox"/>	Commercial Trade – Non-Food  <input type="checkbox"/>	Fine Food/ Produce  <input type="checkbox"/>	Wineries/ Alcoholic Beverages  <input type="checkbox"/>	Commercial Food  <input type="checkbox"/>	Community Display – No Trade  <input type="checkbox"/>	Not For Profit Group  <input type="checkbox"/>
Business/Stall Name						
ABN						
Stall Holders Name						
Address					Postcode	
Phone/Fax:				Mobile		
Email:						

## BUSINESS OR STALL DESCRIPTION FOR PROMOTIONAL PURPOSES:

Business Name:	Website:
	Facebook URL:
Description of products/services:	

## SPACE REQUIREMENTS/COST:

Space(s) Required		\$
Power Requirements	10 amp (Cost \$25) Number: _____	15 amp (Cost \$25) Number: _____
		\$
Own power supplied: <input type="checkbox"/>	Vehicle/Generator (quiet, no fumes)	
Total Cost:		\$

**ADDITIONAL DOCUMENTS AS REQUIRED:**

[Please tick below]

Public Liability Insurance/Certificate of Currency	Enclosed	
My own Shire's Food Handling Registration	Enclosed	
Current Liquor licence and Responsible Service of Alcohol Certificate <i>[if applicable]</i>	Enclosed	

Please list any other specific requirements:

**POWERED SITES & ELECTRICAL CORD USAGE****FAILURE TO COMPLY WITH THESE CONDITIONS WILL PREVENT YOU FROM TRADING.**

- Powered spaces are very limited and are allocated on a first in basis.
- Any extension cords used must carry a valid test tag.

**A VALIDATED TEST TAG MUST:**

- Have been fitted by a suitably qualified person within the last 6 months.
- Be fitted with a tag.
- The tag must show:
  1. The date that it was tested.
  2. The name of the person who tested it.
- Multi way outlets (power boards) must include a safety circuit breaker.
- Cords must be covered by appropriate matting for the full length of the cord (NO TAPE) as per Shire of Manjimup regulations.
- The use of double adaptors is prohibited.

**FOOD STALLS**

- We encourage the use of sustainable food packaging, serving trays, bowls, cups and utensils.
- All equipment & cooking requirements must meet Shire of Manjimup health regulations.
- Food Stall applicants must submit a copy of your Food Act 2008 Food Handling Registration as issued by your local Government Authority with your application.

**WINERIES/CELLAR DOORS**

- A copy of your current Liquor License & Responsible Service of Alcohol certificate must be submitted with your application.

## PROHIBITED ITEMS

- Any item which may, by its use or operation, cause alarm or distress to any person or any animal.
- Balloons (gas filled), unless the balloon is fitted to a non-conductive and rigid rod or straw.
- Bow and arrows of any description.
- Knives of any description (excluding eating utensils).
- Guns, potato guns, cap guns and/or caps/cartridges for cap guns.
- Water pistols or projectiles.
- Celluloid toys – unless they comply with Health Department Regulations and a permit has been obtained. Permits must be available for inspection.
- Chemical sprays, Silly String, “stage door streamers” or other similar spray projected items including shaving cream, shaving foam and other similar items.
- Fireworks including sparklers of any description.
- Kites, unless they are disassembled and packaged.
- Laser light pointers and all forms of light pertaining to lasers.

## OTHER ACTIVITIES

- Advertising “Blimps”- the flying, tethered or untethered advertising balloons or other large inflatable devices is prohibited, unless prior written permission is received by the Manjimup Markets and More Committee.
- Flying of UAV’s (drones) unless approved by Manjimup Markets and More, SES and subject to CASA legislation.
- Itinerant selling is prohibited. Traders’ activities must be contained within the confines of the traders allocated space.

## TERMS AND CONDITIONS

- All applications are subject to the acceptance of all terms and conditions contained within this Trade Space form and will become legally binding upon acceptance by the Manjimup Markets and More committee.
- This is a smoke free event. Stall holders are requested not to smoke in/near their stalls. **NO** dogs allowed in stalls.
- Traders are prohibited from offering any goods or services for sale other than those indicated on this application form, confirmation form and activities approved by the Manjimup Markets and More committee.
- Stalls/Trade space **MUST set up by 8.30am** – the Markets run from 9am until 4pm. **NO** vehicles will be allowed into the Market areas, including Brockman Street, Johnson Crescent and the Manjin Park market area, after 8.30am or prior to 4pm.
- **ALL CARS TO BE REMOVED FROM THE MARKET AREAS, INCLUDING BROCKMAN STREET, JOHNSON CRESENT AND MANJIN PARK MARKET AREA, BY 8.30AM.**
- Stall sizes are 3m x 3m. Multiple sites may be booked. Please consider your site requirements carefully as changes cannot be accepted on the day of the Markets. Any request for additional space will be subject to availability.
- All Stall Holders must supply their own shelter and tables (if required). This is inclusive of wineries & cellar doors.

- All temporary structures (such as gazebos) **MUST** be adequately secured on all legs with weights. No pegs are to be used. Failure to use weights to secure temporary structures may result in removal from the Markets.
- All mobile stalls such as trolleys or trailers must have wheels secured with chocks.
- All traders shall have a current Public Liability Policy. **You must submit a copy of your current Public Liability Insurance Policy or Certificate of Currency with your application.**

**APPLICANT ACCEPTANCE:**

I have read and understood all the terms and conditions set out by the Manjimup Markets and More in this Application for a Trade Space Form. Therefore, by signing below I agree to comply with all the Terms & Conditions enclosed. I agree and take responsibility for any workers or volunteers (paid or unpaid) who work on my stall.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Trader/Stall name: \_\_\_\_\_

Date: \_\_\_\_\_

Please return completed applications to:

**Manjimup Markets and More**

Attn: Paula Benson – Stalls Co-ordinator

E: [bensonartworks2021@gmail.com](mailto:bensonartworks2021@gmail.com)

P: C/o Manjimup Cherry Harmony Festival – PO Box 806, Manjimup WA 6258

Upon acceptance of your application a Tax Invoice will be issued to you with payment due 7 days from date of Invoice.

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