

Rotary Club of Wonthaggi
Market Apex Park Murray Street Wonthaggi

After an extensive review of our Market procedures the following conditions and rules will apply.

1. The Bass Coast Shire and the Rotary Club of Wonthaggi will decide the suitability of Apex Park prior to conducting each market. If conditions are considered unsuitable then that particular market will be cancelled.
2. The Rotary Club Site Managers will allocate all sites for all stallholders.
3. Laneways and aisles must be at a minimum width of 3 metres.
4. Site Managers will inspect sites during markets, any adjustments for safety reasons they suggest must be adhered to.
5. Stallholders must inspect and eliminate any possible risks on their sites.
6. All tents and tarpaulins must be securely anchored.
7. Tables and goods stacked on the tables must be stable and secure.
8. Allocated stalls to be on site by 7-00am unless previously arranged.
Stallholders can only set up their stall/s on market days.
9. All stallholders must register their current name and address [or company name and address] with the market organisers along with their particular insurance preference.
10. All Stallholders must have a current suitable Market Stallholders Public and Products Liability Insurance cover with a reputable Insurance company which covers all off their particular stall/s. This policy should adequately cover them to pay damages and costs arising from property damage or personal injury occurring during the period of insurance as a result of their activities. The market organisers must register the stallholders site and insurance details.
 - a. Alternatively the market organisers can arrange insurance cover for the stallholders with insurance company One Underwriting Pty Ltd Level 50 80 Collins Street Melbourne Vic 3000 for a cost of \$6-00 per stall per market to be paid on the day of the market. [see appendix 1 page 2]
This is in addition to the normal market site fee charges.
 - b. It should be noted that the One Underwriting policy does not cover Second hand mechanical goods, Electrical goods and toys, Medicines, Potions, Oils, Fragrances, Soaps and Beauty products, Massages, Therapies, or treatments provided by stallholders. Hazardous flammable or dangerous goods are not covered. Joy rides are also not covered.

- c. Oils, fragrances, soaps and beauty products will be covered if predominantly existing of natural ingredients.

This insurance is required to protect the Park Owners the Stallholders and the Rotary Club of Wonthaggi from any incident claims occurring at each market.

11. All gas and electrical appliances must have a certificate of compliance.
12. All stalls must carry suitable and adequate fire prevention equipment.
13. All incidents must be reported to the market organisers who will then investigate the incident and then complete an incident report form.
14. All sites must be left in a neat and tidy condition after each market.
15. If a stallholder chooses not to comply with these market procedures and conditions they cannot operate their stall at this Rotary Market.
16. Smoking is banned in outdoor public areas that are within 10 metres of a food stall or food vendor and at this Rotary Market.

Food stalls must display a non smoking sign at their stall.

Site fees for individual markets:

1. Car boot site only	\$12-00
2. 3.3 meters by 3.3 metres	\$15-00
3. 3.3 meters by 6 metres	\$25-00
4. 3.3 meters by 8 metres	\$35-00
5. Rotary insurance per site cover	\$6-00

All individual site fees will be at the discretion of the market organisers.

The market organisers can exclude the parking of cars or vehicles on Apex Park during a particular market to allow for a greater number of stalls to be in attendance. This is of course for the benefit of all stallholders.

The market organisers can determine the size of each individual stall site and adjust it accordingly. The market operating hours are, set up 6-00am, stalls operating 7-00am / 1-30pm, off site 2-30pm.

If a stallholder chooses to exit a market early he/she must notify the market organisers so they can assist them with the vehicle exiting the site.

The cancellation of any market will be notified via the local press, the Apex Park market notice board or the Rotary Club of Wonthaggi web site.
Individual contact phone numbers are on the market dates flier.

If a stallholder chooses not to give their proper details or participate in the insurance options or comply with these market procedures and conditions they cannot operate their particular stall/s at this market.
The market organisers reserve the right to exclude any stallholder for inappropriate conduct or misbehaviour on market days.

The Rotary Club of Wonthaggi conducts this monthly market for the benefit of the Stallholders, the General Public, the Bass Coast Community and the Rotary Organisation.