

EAST GIPPSLAND MAKERS' FESTIVAL



Saturday, 30th March, 2024



STALL HOLDER APPLICATION

Contact Details

Name Individual/ Group:			
Contact Name:			
Street Address:			
Suburb:	Postcode:	State:	
Contact No:			
Email:			
Website:			
Social Media:			

STALL DESCRIPTION AND SITE REQUESTED

Brief description of demonstration: Type/s of Workshop/s you provide – (if none write N/A)			
What will you be selling?			
Makers Stalls Available Site Options & costs. (tick preference)	Single 3m x 3m () (\$75) Concession (\$50)	Double 6m x 3m () (\$100) Concession (\$70)	
Demonstration stall (no sales)	Single 3m x 3m (). Demonstrations only – Free ()	Double 6m x 3m ()	
Food Trucks	Food Trucks - \$120 () Powered site - \$140 ()		

PUBLIC LIABILITY INSURANCE:

All Stallholders are required to have Public Liability Insurance. Please attach a current copy to your application.

Registration for a site may be completed by submission of this form to:

- * Emailing the completed form to rcmr9820@gmail.com (ATTN: EG Makers Festival)
- * Postal address: RC of Mitchell River, Bairnsdale. PO Box 566, Bairnsdale, 3875

PAYMENT DETAILS: Upon receipt of your application and payment your site allocation will be acknowledged by email. Please include site payment with your application and include your business name in the transaction.

Direct Deposit: Rotary Club of Mitchell River, Bairnsdale
BSB: 633000 Account No: 138820188

REGISTRATION – CLOSES 15th March, 2024

PRODUCT CRITERIA: The East Gippsland Makers' Festival is limited to items made of heritage trade/heritage specific products, clothing and accessories, art & artifacts and, also new or emerging trades / crafts. Items or products sold must fit the category of hand crafted or made by the stallholder.

Food Stalls are welcome. Acceptance of stalls will be at the discretion of the market organisers as we don't wish to double up on food items for sale if possible.

CONFIRMATION OF BOOKINGS: Once you have registered and payment received, a confirmation email will be made. If there is a problem with your booking when your application form is received, you will be contacted by phone or email.

SITE FEES AND CONCESSION RATES: A discount on the site fee is available for any stallholder holding a Concession Card. Evidence of this concession must be sent in with your site application and payment.

PUBLIC LIABILITY INSURANCE: Stallholders must have their own public liability insurance and must provide a copy of their certificate of currency.

CANCELLATION, REFUNDS & NON-ATTENDANCE: Stall holders who cancel more than five days prior to the event will receive a refund of their site fee. There will be no refunds of site fees for cancellation and the non-attendance of stallholders on the day of the market. Any other refunds will be done at the discretion of the coordinator, depending on the reasonableness of the cancellation. The East Gippsland Makers Festival Committee and its designated Coordinator reserve the right to refuse a site to any stallholder not complying with any of the above requirements or who use offensive language or exhibits bad behaviour.

INCLEMENT WEATHER: Stallholders are advised that the Makers Festival will go ahead whatever the weather, and no refunds will be made. Stallholders should come prepared with protection for their wares in case of inclement weather.

SETTING UP: Details of setting up together with a site plan, will be forwarded to you 1 week prior to the Makers Festival via email or mail. Sites will be marked on the ground and numbered. Setting up is available from 6.30 am on the event day or 2.00pm the day prior. Stallholder vehicles may only enter the market area under Committee supervision and must not be in the stall area after 8.30am or before 4.30pm to avoid disruption to other stalls and pedestrians. This access is made available to assist stallholders with unloading and loading heavy and bulky goods and you are asked to keep to the areas and direction indicated on the site plan. Stall holder parking is available near the site. Stallholders must provide all their own equipment such as marquees, tables, power leads, and all leads etc.

WASTE MANAGEMENT & RECYCLING: Be Waste Wise and reduce, reuse, recycle - we require all stall holders to remove their own waste and packaging from the market site. We encourage the use of sustainable packaging if possible. Please note this is an application form only, and the East Gippsland Makers Festival Committee will confirm back to you, if you are successful in your application. Sites are limited and as such the committee will make its selections to allow a wide variety of food offerings from street vendors. Applications are taken in order of receipt.