



MIRBOO NORTH MARKET TERMS & CONDITIONS

Mirboo North Market was started in 1995 by the Mirboo Community Association. The Mirboo North Market is now operated by the Mirboo Country Development Inc. who are a membership-based, not for profit association representing the Mirboo North Community. All profits from the Mirboo North Market are used to fund community projects.

Held in beautiful Baromi Park in the centre of town, the Market is held on the last Saturday of the month. There is no Market in December.

The park offers entertainment for children and teenagers with swings and a skate park, while the market offers relaxed shopping from a wide variety of stalls.

Mirboo North Market is a variety market with slogan 'Growers, Bakers, Merchants and Makers' and prides itself on offering stall holders, locals, and visitors a vibrant and friendly country market experience.

Market contact details

Website – www.mirboonorth.com/events/market

Email – market@mirboonorth.com

Applications to join the market

- New stall holder applications are lodged with the Market Coordinator via the web form [here](#).
- Applicants should allow up to one week for assessment of their application. Upon approval of the application, the Market Coordinator will advise the stall holder of the next available entry date, which is dependent on availability of free stalls.
- Stall holders are requested to present their goods for assessment by way of written description and photographs to the Market Coordinator in their application.
- Incomplete applications will result in delays to the final decision re the application.

Payments

- Stall holders will be electronically invoiced each month to their nominated email address. It is the stall holder's responsibility to pay by the due date on the invoice using the payment link supplied. The market does not accept cash payments or bank

transfers. A receipt will be issued upon payment of stall fees.

- Failure to pay by the due date will result in the loss of stall tenure for.

Days/Times of market operation

- The Mirboo North Market is held in Baromi Park on the last Saturday of the month for the period January to November. There is no market in December.
- Market hours of operation are 8.30 am - 1.00 pm.
- Stall holders are expected to maintain their stall open until the close of the market. If a stall is sold out, it will display a “Sold out” sign until the close of the market.

Bump-in process

- On arrival, stall holders report to the market operations volunteers at one of the checkpoints designated on the market map.
- Stall holders are requested to obey all directions from the market operations volunteers regarding the access route to their stall.
- Failure to obey instructions and/or causing damage to the Baromi Park by a stall holder ignoring instructions from volunteer staff may result in the stall holder being barred from market attendance (at the discretion of the market coordinator).
- Vehicle speed is to be at walking pace. Hazard lights are to be used until stall holders reach their site.
- **For the avoidance of doubt**, pedestrians have absolute priority over moving vehicles within the market precinct, as described on the market map.
- Stall holders may park on-site behind their site if utilising a 3x3m site booking - or within their site boundaries when utilising a multi-site booking.
- Stall holders arriving late, i.e. outside of bump-in time, will be admitted at the sole discretion of the market coordinator and will either escorted by market operations volunteers to their site, or if this is not practical, will be allocated to a peripheral site where their vehicle traffic is not a safety issue. No refunds / credits will be forthcoming in situations where a late-arriving stall holder elects to leave the market.

Bump-in hours

- The bump-in marshals will be present at each market from 7.00 am - 8.00 am.

Early leaving

- Early leaving is not permitted without prior approval of the market coordinator.
- Stall holders wishing to leave early must submit an email request to market@mirboonorth.com. Such requests may be granted, however, stall holders must understand that advising of a need to leave early will likely result in a stall allocation different from their last allocation.

Product criteria

- Mirboo North Market is a variety market. Goods offered for sale must reflect the market's slogan – “growers, bakers, merchants, and makers”.
- Only goods listed on the stall holder's approved application form may be sold by a stall holder.

Food stalls

- Food and/or beverage stalls are required to comply with all relevant state and local council regulations and permits.
- The market requires stall holders selling food (and/or beverage) to supply their Dept. Health Streatrader registration when making an application to attend. This needs to be updated annually.

Stall fees and charges

- Stall fees and charges are determined by the Mirboo Country Development Inc. and reviewed periodically.
- Stall fees will be published on the market page on the [Mirboo North website](#).

Refund policy

- Cancellations can be only be made by notifying the Market Coordinator [via email](#). Emails must be sent to market@mirboonorth.com.
- Only cancellations received before 5pm on the Thursday prior to the market will be eligible for a full refund.
- Cancellations received after 5pm on the Thursday prior will be eligible for a credit towards a future market date valid for 3 months from date of issue.
- Full refunds will be granted to stall holders if organisers cancel the market.

Tenure and allocation of stall sites

- Attendance at the market in any specific site does not confer the stall holder with a right to ongoing access to that site.
- The market coordinator alone has the authority to allocate and relocate sites and the market coordinator's decision is final.
- For clarity, those stall holders attending inconsistently accept that their stall allocations will vary month to month.
- Stall holder site allocation will be optimised to meet the business and safety demands of the market and to ensure optimum exposure for all stall holders and to preserve the state of the park for future markets/community use.

Stall sites (general)

- Water is not supplied to sites.
- Limited 240V power (10 amps) is available to a very limited number of sites and stall holders requiring power accept that their stall allocation as a result of requiring access to power, may not be their desired location.
- All electrical equipment must be tagged and tested and subject to inspection by the market operations volunteers.
- Persons under the age of 18 years are not permitted to operate a stall unless accompanied by a supervising adult.
- All stall holders are responsible for the removal of any rubbish generated by their stall.
- The market does not provide a service to change cash (notes, coin).
- All site boundaries must be adhered to for the comfort of all who attend the market.

Community groups, charities, raffles, local government/political parties & their representatives

- Local community groups and charities (incorporated or not) are defined as those with operating addresses within the precinct of Mirboo North and surrounding districts to a 20km radius from the Mirboo North Post Office.
- Local community groups and charities providing information/free services will not be charged a stall fee.
- Stall holders who claim charity status will be required to show compliance with the regulatory requirements for charities. Otherwise they will be classed by the market as normal stall holders.
- Community groups wishing to use their stall to sell raffle tickets for fund-raising may be allocated permission to do so by the market coordinator each market. Application to enable the raffle to be held at the market must be made by email to markets@mirboonorth.com.
- The decision of the market coordinator on permission to hold a raffle is final. The raffle scope must have a prize value of less than \$5000.
- Local government and political party representatives seeking to meet constituents will be charged normal stall fees, unless by agreement with the market coordinator.

Safety and security considerations

- Stall holders are reminded that their stall is a workplace and they are obligated to comply with all relevant permits and regulations to operate the stall safely; this includes, but is not limited to, work practices, OH&S policies and similar requirements/regulations.
- Stall holders must not block pedestrian walkways or disrupt pedestrian traffic.
- To ensure the safety of the public and other stall holders, all goods and signage is to remain within the boundary of the stall site unless otherwise approved by the market coordinator.
- All stall holders are to make sure that all equipment brought to the market is used and

erected securely and always operated in a safe and responsible manner.

- Stall holders are responsible for the security of their designated site. MCDI accepts no responsibility for the theft, loss or damage of a stall holder's goods or equipment, howsoever caused.
- All food & beverage stalls containing cooking facilities must provide all relevant safety equipment, for example, a fire extinguisher and/or fire blanket.

Stall holder code of conduct

- Stall holders must at all times maintain appropriate and respectful conduct towards one another, the public and the market volunteers. The market coordinator reserves the right to remove any stall holder acting or behaving inappropriately. The same obligation rests with market volunteers toward the public and stall holders.
- All stall holders shall be solely responsible for their compliance with all relevant laws, regulations and any other legislation applicable to the activities they conduct at the Mirboo North Market. Stall holders will demonstrate or provide evidence of their ability to effect such compliance to the market coordinator, upon request.
- The market coordinator or an authorised market volunteer has the right to enter any stall site at any time in the course of a market to cause to be removed any article, sign, picture, or printed matter which, in our opinion, could reasonably be considered offensive. Non-compliance by a stall holder with such a request will be considered grounds for being barred from the market.

Insurance

- All stall holders must hold current public liability insurance (PLI) to a minimum of AUD \$10,000,000.
- Evidence of current PLI cover must be provided to the market coordinator upon application and the currency of said insurance be maintained for each market attendance. For clarity, stall holders must ensure the market coordinator has a valid certificate of currency for each iteration of the Mirboo North Market they attend. This means stall holders should track when their insurance expires and send their renewed certificate of competency to the market coordinator so that their ability to attend markets is not impaired.
- Attendance at the market will not be permitted without a valid certificate of currency lodged with the market coordinator, even if stall fees have already been paid for a particular market.
- The offerings of products by the stall holder within the market precinct and duration does not constitute endorsement of the product by the Mirboo North Market. The stall holder is solely responsible for the performance of their products and any consumer law remedies, warranties, expressed or implied, that accompany the sale of the product.

Photographs and images

- Stall holders will be asked, upon application to join the market, to agree to participate in any photographic record of the market being captured and the subsequent use of those images in material, printed or electronic, to advertise and promote the market.
- Stall holders may be asked sign an image rights management agreement with the Mirboo North Market for any images they supply to the market for the purposes of their application assessment. This may be requested to allow the Mirboo North Market to use those same images to effectively advertise the market and the stall holders in it.

Stall holder obligations

- Stall holders agree to be bound by these terms and conditions, upon receipt of an acceptance email from the market coordinator.
- The terms and conditions of the Mirboo North market may change periodically.
- Stall holders also agree to any subsequent modifications and updates to these terms and conditions, unless a specific objection to said subsequent modifications or updates is lodged by email with the market coordinator.
- If no solution to the stall holder's objection can be reached with the market coordinator, the stall holder is free to withdraw from the market.
- Repeated failure to observe these terms and conditions may result in the stall holder being barred from all future or a number of future market events.

Feedback

- Stall holders are actively encouraged to fill out periodic surveys provided by the market coordinator; feedback at other times to the Market Coordinator is welcomed via personal communication or via email to market@mirboonorth.com.

Thank you for supporting Mirboo North Market.

OFFICE USE ONLY

ADOPTED: January 2023
REVISED: N/A
DUE FOR REVISION: December 2023