

MALMSBURY VILLAGE FAYRE 2019

INFORMATION FOR STALLHOLDERS

This year's theme is Alice in Wonderland – if you have products in your range that fit in all the better!

FOR ALL STALLHOLDERS

IMPORTANT: Please check the updates section on the Stallholder page for information before contacting us with enquiries.

GENERAL INFORMATION

DATE/TIME: Sunday 17th November 2019 from 10am – 4pm

VENUE: Malmsbury Botanic Gardens, Mollison St Malmsbury 3446.

SITES: All sites are outdoors and 3 x 3 metres in size. We recommend the use of a gazebo. All signage must be kept within your site.

FEES:

SITE FEES

Site Type	Fee
Premium Position (next to Stage)	\$250
Food Trucks/Coffee	\$150
Food Vendors	\$120
Wineries	\$80
Food Produce (packaged and bottled products), Plants	\$80
Craft	\$50

Power \$40 flat rate

UNLOADING/LOADING: Vehicles and trailers are not permitted in the Botanic Gardens. You will have to carry in everything you require. Some of the sites are quite distant from the access point. We recommend you bring a helper and a trolley.

SETTING UP TIME: Will be staggered, starting at 7am.

IMPORTANT: After unloading but before setting up your site you must move your vehicle to allow the next lot of stall holders to unload.

PACKING UP TIME: It is important that stall holders remain set up until the finish time of 4pm, failure to do so may exclude you from future events.

PAPERWORK:

Be prepared to supply copies of all the certificates/permits that apply to your site.

- a) All stalls must have their own public liability insurance and provide a Certificate of Currency (available from your insurance provider.)
- b) Stalls serving ready to eat food or food products require registration with Streatrader and provide a Statement of Trade. Go to: www.streatrader.health.vic.gov.au
- c) All stalls selling alcohol must have the appropriate Liquor Licence.
- d) Stalls working specifically with children must have Working with Children Check.

SUSTAINABILITY: If you are selling food or drink please consider the type and amount of waste your stall creates. We would give preference to stalls that avoid plastic products and have waste reduction strategies in place.

RUBBISH: Please respect our beautiful Botanic Gardens and keep your site as tidy as possible. Please place rubbish in bins provided and recyclables in recycle bins or take home with you.

CANCELLATION POLICY: The committee, at its discretion, may cancel the event for public and stallholder safety. This would be done in consultation with relevant local authorities such as the BOM, CFA, Police and Council. If cancelled for any reason no refund of any fees will be made.

FOR RETURNING STALLHOLDERS

We are unable to invite all the stalls holders who attended in 2018. This is for several reasons. We want to have some stalls that relate to the theme of this year's Fayre, some new stalls to refresh the flavour of the event and sometimes changes are needed to better suit the layout. Last year demand exceeded supply. We hope you understand if you are not invited for 2019.

FOR NEW STALL HOLDERS

We have a unique site with some restrictions that don't normally apply to stall sites at other events. If you are unfamiliar with our event, please read carefully the above information before you consider applying for a site.

FURTHER INFORMATION

COFFEE SELLERS: We have only 1 place available. When filled it will be noted in the update section.

FOOD TRUCKS:

We have very limited spaces for food trucks and vehicle supported food stalls. Please check the updates section for availability before applying.

POWERED FOOD SITES:

Are limited.

NON-COMPETE ITEMS:

We have a number of single item stalls e.g. coffee seller. We do not allow others to compete on that item. Please check the list in the updates section.

CONTACT: For all correspondence email: malmsburyfayrestallholder@gmail.com

PLEASE NOTE: The Fayre Committee is made up entirely of volunteers. To save our time, enquiries arising out of not having read the information or the updates will not be answered.