



MALMSBURY VILLAGE FAYRE 2022 INFORMATION FOR STALL HOLDERS

DATE/TIME: Sunday 20th November 2022 from 10am – 3pm

VENUE: Malmesbury Botanic Gardens, Mollison St Malmesbury 3446.

SITES: All sites are outdoors and 3 x 3 metres in size. We recommend the use of a gazebo. Please use weights (not pegs) to stop your gazebo blowing away. 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 and Art	\$50

Power \$40 flat rate

NO VEHICLE ACCESS: 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.

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 3pm, failure to do so may exclude you from future events.

PAPERWORK: Not required until your expression of interest is accepted, but please 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.

COVID-SAFE REQUIREMENTS: The health and safety of our community is important to us. We will abide by all current COVID-19 restrictions and requirements and expect stallholders to do the same.

SUSTAINABILITY: After the success of the Wash Against Waste trailer in 2019, MVF is once again aiming for minimal waste, as well as energy and water efficiency. We will be supplying clean crockery, cups and cutlery to food and drink stalls, and our Sustainable Malmsbury volunteers will collect used dishes and sanitise them in a hot dishwasher. We will be in touch with stallholders closer to the day to discuss sizes available. Please consider the type and amount of waste your stall creates. We would ask that there is no single use plastic (e.g plastic bags, straws, bottled water) or excessive packaging. We will provide water stations and cups and encourage people to bring their own drink bottles from home.

RUBBISH: Please respect our beautiful Botanic Gardens and keep your site as tidy as possible. Please place general waste and food waste in the 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, Department of Health, Police and Council. If cancelled for any reason no refund of any fees will be made.

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.

FOOD TRUCKS: We have very limited spaces for food trucks and vehicle supported food stalls. Please check the [stallholders page](#) on our website for availability before applying.

POWERED FOOD SITES: Are limited.

CONTACT: Please check our website at [stall holders page](#) and FAQs before emailing as we will be placing updates there to reduce the load on our small group of lovely volunteers. For all other questions, email: malmsburyfayrestallholder@gmail.com

