**MALDON MARKET STALLHOLDER APPLICATION – READY-TO-EAT**

**TYPE OF APPLICATION:**

 Regular  Casual

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| For the MONTH(S) of: | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec |
|  |  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| TRADING NAME |  | |
| ABN |  | |
| PRODUCT |  | |
| NAME |  | |
| ADDRESS |  | |
| SUBURB | POSTCODE: | |
| TEL.NO |  | |
| MOBILE |  | |
| EMAIL |  | |
| WEBSITE: | |  |
| Social network sites: ie facebook, twitter | |  |
| Who will attend your market stall on a regular basis?  **Name 1:**  **Name 2:** | | **Please tick:**  Owner  Family members involved in the business  Hands-on staff members and their role in production |

**DESCRIPTION OF PRODUCTS:**

Please provide a detailed description of your menu. Please include photos with your application.

Any new or additional items that the stallholder wishes to sell may be done so only with the approval of market management.

|  |
| --- |
| **Itemise your full product list:** |

|  |
| --- |
| **Describe your products:** |

|  |
| --- |
| **Decribe your production methods:** |

|  |  |
| --- | --- |
| **What is unique about your product/production methods?** | |
| What proportion of your ingredients do you grow?  (0%-100%) | ……….% | |
| Where do you source other ingredients? | Other stallholders: ……….%  Growers in your area: ……….%  Wholesale fruit & veg/fish market: ……….%  Distributor/supermarket: ……….%  Other: ……….%  How much of your content is from: Interstate: ……….%  Imported: ……….% | |

Can you demonstrate commitment to environmental sustainability, especially with packaging?

 Yes  No

|  |
| --- |
| Please explain: |

**REGISTRATION WITH COUNCIL & FOOD HANDLING:**

**Streatrader is the online system for businesses and community groups to register and notify their temporary and mobile food premises with their registering council.**

**Streatrader allows businesses to:**

* **Apply for a Food Act registration with their registering council,**
* **manage their registration, and**
* **lodge** [**Statements of Trade**](https://streatrader.health.vic.gov.au/public_site/how-to-use-streatrader/statements-of-trade/)**for each of their events.**

For more information, go to:

https://streatrader.health.vic.gov.au/public\_site/

Please supply us with your registration certificate.

Do you have appropriate food handling certificates?

 Yes  No

**POWER:**

There is limited power available at the Maldon Market.

Do you intend to use a generator?  Yes  No

If you intend to use a generator, it must be silent and tagged and tested.

Date of last testing:

**STALL SET UP:**

Do you require a vehicle at the stall?  Yes  No

|  |  |
| --- | --- |
| TYPE OF VEHICLE: | REG.NUMBER: |
| DIMENSIONS: | WHY DO YOU NEED IT? |

What equipment do you use? Note that, the allocated site space is 3m x 3m.

Sandwich board:  Yes  No

Power and amp:  Yes  No

Marquee:  Yes  No

Trestle table:  Yes  No

Umbrella:  Yes  No

Other, please specify:

**OTHER MARKETS:**

Do you participate in farmers’ markets in your area or in regional Victoria?

 Yes  No

Which one/s? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Do you have a food outlet yourself and/or do you supply other food outlets? | Yes  No   Please list: |

**MARKETING CONSENT:**

Do you consent for your contact information (name, telephone number, email address) to be given out to customers, media and sponsors?

 Yes  No

Do you consent for any photos or product / produce descriptions to be used for market publicity?

 Yes  No

**CARS**

Maldon Market is held at Maldon Neighbourhood Centre, cnr Church & Edwards Sts, Maldon. No movement of vehicles is permitted at the **Maldon Neighbourhood Centre or Edwards St Closure** during market hours. No vehicle movement is allowed during the hours of the market, from **9am to 1.30pm.**

Free all day parking is available.

**STALL FEES**

A 3m x 3m stall space is **$55** per month. All equipment is to be provided by the stallholder. Marquees must be appropriately weighted.

The fee must be paid prior to market day. Payment on market day is not possible.

Once your participation in the Maldon Market is confirmed, please make an Electronic Funds Transfer into the following bank account.

**Account Name:** Maldon Neighbourhood Centre Inc

**Account number:** 162 956 585

**BSB:** 633-000

**Ref**: Inv number OR Market *surname/business name*

Or, you may pay by Cheque/Money Order made payable to Maldon Neighbourhood Centre Inc when you have been accepted as a Stallholder

Cash on the day of the market will NOT be accepted, unless prior agreement has been made with the Market Coordinator, for unique circumstances only.

**CHECK LIST FOR STALL HOLDERS**

🗆 I have read and understood the market rules

🗆 I have attached photographs of all items offered for sale

🗆 I have attached a copy of my public liability insurance certificate

🗆 I have attached a copy of the test and tag certificate/s of electrical equipment (if applicable)

🗆 I have attached a current copy of my Local Health Department Registration of Premises

🗆 I have attached a current copy of my Food Handling Certificates

**DECLARATION**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_hereby apply for a stall at the Maldon Market to sell the items listed above. I declare all statements in this application are true and correct.

I have read and understood the market rules and agree to abide by them.

I will advise management of any changes to my business, current market commitments or if I want to apply to add to my list of produce/product.

A trial period of 3 months is understood and the management reserves the right to not extend this agreement if I do not meet the standard or conduct expected.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_