

Indoor Mini Pop Up

Markets At The Fair

Terms and Conditions

Markets At The Fair aims to provide a safe environment for members of the community during its events. It also aims to provide events that follow Erina Fair Shopping Centre's guidelines.

By submitting your application you are also agreeing to comply with the terms and conditions of the event.

Please read these terms and conditions carefully. These terms and conditions form part of your agreement with Markets At The Fair.

If you fail to comply with the following regulations you will be required to forfeit your stall allocation with no refund.

Erina Fair Market is referred to in these terms and conditions as "*the event*".

Stall sizes:

- Stall sizes are 3m x 3m sites only, at Site 13, in front of Rebel Sports (NO gazebos in Centre). Please Note: - Markets At The Fair does not have any equipment for hire.
- Free parking is available at Erina Fair Shopping Centre.
- No A Frame Banner Stands are permitted in Centre.
- There is a height restriction of 1.5m.
- No obstructions, tripping hazards on the floor for passers by.

Stall Operation:

- You are able to leave your equipment at the venue overnight. There is 24 hours, 7 days a week Security in place at Erina Fair. However, please also make sure you secure your tables and products each evening. (Covered with sheeting and tied at the bottom). Please note, Erina Fair Markets and BROWSE Events are not liable for any damage/loss.
- Stallholder bookings are only open to businesses that trade in products that have been approved by Markets At The Fair. Additional products for sale must be approved by the Market Manager prior to it being displayed for sale.
- Stallholders must be ready to trade by 9am sharp, on bump in morning.
- Stallholders must trade the same hours as Erina Fair Shopping Centre.
- Stallholders must bring with them their own equipment, including tables, table coverings (to the floor), chairs, signage, etc.
- All stallholders are responsible for cleaning up and making good any area they use for trading, including its vicinity. All rubbish is to be removed by the stallholder.
- No stall shall be set up in such a way to create a danger to any person.
- All stallholders must trade from within their stall and are not permitted to set up outside of their stall to display products or signage or to hand out materials. Stallholders and their staff must comply with the instruction of Centre Management employees and contractors regarding the location they are to occupy and use of their site.

Markets At The Fair are open to small businesses selling unique, hand-made or niche products. Commercial businesses with general products and services would not fall into this category, although Markets At The Fair will consider sponsorship agreements that involve a presence by the sponsor at the relevant event.

Where a stall-holder has additional products for sale, these must be approved by the Market Manager prior to them being displayed for sale.

Display Guidelines:

- Table cloth's are to be branded and/or fitted if possible, to the floor. If you DO NOT have branded tablecloths to the floor. Please make sure your table cloth's are black in colour and fit all the way to the floor length. Unless, otherwise agreed with management. **See Pics Below:**



- Chairs are to be black or white in colour.
- All signs are to be under 1.5 metres in height.
- Please make sure all signs are presented appropriately. No hand written signage. Make sure all signs are flat, with no frayed edges. Please laminate and place within a clear Perspex stand-alone stand.
- Banners – If you have a banner, please also make sure there are no frayed edges and make sure it is fitted tightly and not sagging.

Stall Placement:

- Stall positions are allocated at the discretion of Markets At The Fair.
- Markets At The Fair reserves the right to refuse any stall application and to terminate a stallholder's participation at any time.

Trading Hours

- Thursday 9am to 9pm
- Friday 9am to 5.30pm
- Saturday 9am to 5pm
- Sunday 10am to 5pm
- Trading hours are the same as the Shopping Centre hours.

Set Up & Pack Up:

- Access for set up/pack up purposes will be strictly between 7.30am to 9am (on bump in day) and 5pm to 7pm (on bump out day). We URGE ALL stall holders to park their vehicles in the car parks at Erina Fair. We then ask you to unload your car and transport your products/ equipment load by load. Making sure you lock your car between each load. ONLY once all your equipment is at your allocated site, then please start to set up.
- Please use the Kmart Car Park or Loading Dock 7 (map below). We feel the Kmart Car Park is best.



- Each morning after bump in day, please arrive between 8am to 8.30am, to uncover your stall, ready to trade from 9am sharp.

Sub-leasing:

- Under no circumstances are you permitted to sub-lease your site.

Public Liability Insurance:

- All stalls participating in the event must supply a current copy of their public liability Insurance to the Market Manager prior to the event. Markets At The Fair does not provide insurance for stallholders. Making sure you are covered to trade within a Shopping Centre environment.
- No applications will be approved without the necessary insurance.
- Stall holders who have not provided their necessary insurance will not be allowed entry to the event under any circumstances.

Payment:

Approved stall holders will be invoiced and payment must be received 10 days prior to each pop up mini market.

Non attendance by stallholders on the day/s of the market without previous notice to the Market Manager, at least by 7 days prior to the event are still required to pay the full fee.

Waste and the Environment:

Bins are provided onsite for members of the general public only. All stallholders are required to remove their own rubbish off site.

OH&S:

All stallholders are expected to abide by all safety regulations and requirements to ensure that the event is a safe and OH&S compliant event. You are responsible for the OH&S training of yourself and your staff who are present at the event.