



## Stallholder Information

**TRADING DAYS** Every Sunday  
**TRADING TIMES:** 9am – 2pm  
**SET UP TIMES:** 7.00 am – 9.00 am.  
**PACK UP TIMES:** 2.00 pm – 3.30 pm.

**LOCATION:** Rozelle Public School, 663 Darling Street Rozelle NSW 2039

**STALL FEES:**

General Food Stall (3X3m):	\$105.00 (incl. GST)
Hot Food Stall (3X3m):	\$135.00 (incl. GST)
General Stall (3X3m):	\$85.00 (incl. GST)
Larger Stall sizes:	Refer to Manager

**POWER:** Power is available in some areas of the Market

10 amp point	\$10 per point
15 amp point	\$15 per point

**MAP** [Refer to the Map](#) on our website for more details. (to be updated)

**EQUIPMENT:**

<b>Table Hire:</b>	\$6.00 (incl. GST) – Table Size: 1.83 m X 90 c m (6' X 3'6")
<b>Marquee Hire:</b>	\$20.00 (incl. GST) – 3.0 m X 3.0 m
	\$15.00 (incl. GST) – 2.4 m X 2.4 m

**WHERE TO PARK** Parking is available at the rear of the School. Entry from Wellington Street.  
 All cars parked in the School grounds are stack parked and cannot leave the grounds until the end of our trading hours.

**CAR PASSES:** A Car Pass will be provided to you on arrival  
 Please write your stall & mobile no. on your Pass and place it on your dashboard.  
 This Pass must be displayed at all times when you are parked at the Market

## **NOTE ON SET UP**

**AND VEHICLES:** When UNLOADING, it is absolutely essential that you unload your vehicle and take the car off the area BEFORE you set up your stall.

## **FLOOR**

**COVERS:** All hot food/ready to eat food traders must bring floor covers. Some points to remember when selecting your floor covers;

- It must cover the entire cooking and food prep area of your stall preferably 3m x 3m
- Liquids do not leak through it

## **WASTE**

**REMOVAL:** Garbage bins are provided for waste generated by the public not by Stallholders. You must take your waste and packaging back with you.

**PACKAGING:** All packaging and bags must be made of biodegradable or recyclable materials. Single use plastic packaging are not permitted.

## **ELECTRICAL**

**EQUIPMENT:** As per Australian/New Zealand Electrical standards, all stallholders are required to have all electrical equipment (including cords, adaptors and power boards) tested and tagged

## **BAD WEATHER POLICY**

The Market is conducted in the open air and will operate in varying weather conditions including wet weather. It is the responsibility of the stallholder to bring their own covers, weights to hold down equipment and other equipment for the purpose of protection against adverse weather conditions. The Market will not be cancelled and no credits or refunds are issued in the event of bad weather.

## **HOW TO BECOME A REGULAR**

If you are a Regular Stallholder you do not need to book each week. A fixed stall location is held for you unless you cancel beforehand. Your Regular Stall will be held for you until 8.30 am on Market Day. After this time, the spot may be given away. A Regular Stallholder has the advantage of a fixed regular position, so customers can get to know where to find you and you can then build your repeat customer base. If you wish to become a Regular Stallholder, please speak to the Manager.

**REGULAR STALL  
CANCELLATION  
POLICY**

Stall fees for Regulars may be cancelled or credited if you cancel your stall booking by the **Monday 5.00 pm** prior to Market Day. *If you* cancel after this time, your stall fee will still be payable. An early cancellation provides time for a Casual to be contacted and booked in to the Market. A late cancellation makes this process much more difficult.

To cancel a stall you must send an email to [office@rozellecollectors.com.au](mailto:office@rozellecollectors.com.au)

**FOOD SAFETY  
REQUIREMENTS:**

Prior to the commencement of trading of a food stall, a food stall operator must obtain approval from Inner West Council. [Click this link to Apply](#)

For Information on what the requirements are to operate a food stall at a market in NSW, go to the NSW Food Authority Website. [Click this link.](#)

All temporary food stalls are to be operated and constructed in accordance with the following:

- [Food Act 2003](#);
- [Food Regulation 2010](#);
- [Australia and New Zealand Food Standards Code](#); and
- [NSW Food Authority Guidelines for Businesses at Temporary Events](#).

All food stalls are required to display their Council Registration and Food Safety Supervisor (if applicable) Certificate at their stall at all times.

**FOOD SAFETY  
SUPERVISOR:**

Food businesses at a market may need to appoint a Food Safety Supervisor (FSS) if the food they prepare and serve is:

- ready-to-eat
- potentially hazardous (ie needs temperature control)
- not sold and served in the supplier's original package.

Please see the [Food Safety Supervisor section](#) of the website for information on how to obtain a certificate.

**WHAT TERMS &  
CONDITIONS APPLY**

All stallholders are granted consent to trade at the market on the condition that they agree to the terms and conditions of the [Market Regulations](#) by completing an [Online Application Form](#). You must agree to the Market Regulations if you wish to trade at the Market.

**CONTACT  
NUMBER:**

The Market Manager's mobile phone number is **0401 220 441**