

ROZELLE COLLECTORS MARKET

STALLHOLDER INFORMATION

This Stallholder Information below should be read in conjunction with our standard Market Regulations. If there is any inconsistency between these two documents, then the Rozelle Collectors Market Stallholder Information will prevail.

KEY INFORMATION

Location

Rozelle Public School, 663 Darling Street Rozelle NSW 2039

Trading Days & Hours

Saturdays

Trading from 9 am – 3 pm

Sundays

Trading from 9 am – 2 pm

STALL FEES

General Stall (3X3m):	\$85.00 (incl. GST)
General Food Stall (3X3m):	\$105.00 (incl. GST)
Hot Food Stall (3X3m):	\$135.00 (incl. GST)
One –Off 'Garage Sale'	\$75.00 (incl. GST)
Larger Stall sizes:	Refer to Manager

POWER

10 amp point \$10 per point

15 amp point \$15 per point

EQUIPMENT:

Table Hire: \$8.00 (incl. GST)

Marquee Hire: \$20.00 (incl. GST) – 3.0 m X 3.0 m

\$15.00 (incl. GST) – 2.4 m X 2.4 m

Public Liability Insurance Cover: \$10.00 – (for more info see Stallholder Insurance section below)
If you Do NOT have your own public liability insurance cover you will be charged an additional \$10.00 on your stall fee and be covered by the Market's Public Liability Insurance Policy.

Stall Sizes

Stall sizes may vary slightly but are generally 3.0m X 3.0 m

What can I sell at the Markets?

The Rozelle Collectors Market is predominantly a market which offers antiques, collectables, vintage, retro items and second hand goods. The product range on offer includes other items in very limited quantities such as crafts, handmade items, jewellery, bric-a-brac, art, photography, furniture, salvaged items, food, records, CDs, DVDs, vintage clothing and re-claimed or re-purposed articles.

On Sundays we also include fresh produce stalls

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HOW TO GET A SPOT AT THE MARKET

1. You must Apply Online*

- Go to www.rozellecollectorsmarket.com.au, go to the [Stallholder Info Section](#) & [Apply Online](#).
- We usually process applications within 48 hours after you apply. Sometimes much quicker.
- *Please note you only need to fill out the Online Application once. Once your Application has been approved, you are a registered stallholder and can then book a stall for any date, subject to availability.

2. Once Approved, you need to do the following to get a casual spot

For a pre-allocated spot at the Market, you must book & pay online

- Our Approval Email provides detailed instruction on how to book and pay online.
- You may enter the Market straight away and set up your stall.

WHAT IF I JUST TURN UP AT THE MARKET AS A STANDBY?

- Park your car outside the Market, pay your stall fee at the Manager's Desk and confirm your spot at the Market.
- The Manager's Desk is located in the Market beside our Equipment Shed.
- Note you cannot bring your car into the Market area of car park until you have pre-paid your stall fee
- Cash payments are NOT accepted. Pay by Card only.

If you have NOT previously applied online and been approved:

- If you have NOT previously been approved to trade at the Market, then you will need to complete our Online Registration Form. Go to www.rozellecollectorsmarket.com.au, go to the [Stallholder Info Section](#) and [Apply Online](#).
- See our staff at the desk after 7 am and they will let you know if anything is available. We usually have a few no-shows and can get some standbys in most every week.
- But remember, all stallholders attending the Market must have registered online.

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WHAT IF IT'S BAD WEATHER ON THE DAY

The Market is conducted in the open air and will operate in varying weather conditions including wet and windy weather. It is the responsibility of the Stallholder to bring their own covers and weights to hold down equipment and protect their stall and products in adverse weather conditions. The Market will NOT be cancelled in the event of wet weather but we may cancel in extreme weather conditions. The Market is not cancelled ahead of time. Stallholders are solely responsible to make a decision as to whether they will trade in bad weather conditions.

What happens if the weather starts good and deteriorates during the day?

Please note that no refunds are issued to any Stallholder who trades and the weather deteriorates during the day.

STALL CANCELLATION POLICY

Cancel by 5.00 pm Monday – NO Charge

If you cancel by **Monday 5.00 pm prior to Market Day**, you will NOT be charged for that coming weekend.

Please note that you **MUST** cancel in writing by sending an email to office@rozellecollectors.com.au

Regular Stallholders with pre-assigned spots – 50% Charge

If you cancel after Monday 5pm or do not attend the Market for any reason whatsoever then you will be charged 50% of your stall fee and therefore will receive a 50% credit the following week. So, if it rains and you do not attend the Market you will be charged 50% of your regular stall fee.

Saturday Market

Stall Fees will be debited from your account on the **Wednesday prior** to Market Day.

Sunday Market

Stall Fees will be debited from your account on the **Thursday prior** to Market Day.

Regular Casuals and Casuals – 50% Charge

Stallholders who have pre-paid and subsequently cancel or do not attend for any reason whatsoever will receive a 50% credit for the following week.

Standby Stallholders

You have the no-risk option to simply turn up on the day, pay for your stall fee and then be allocated an available spot.

SETTING UP YOUR STALL

Where & When to Set Up

For Perimeter Stalls

If you are allocated a stall space around the perimeter of the Market (indicated as a yellow space on the Map):

Arrive between 7.00 am – 7.45

Unload your vehicle next to your stall the **remove your Vehicle STRICTLY by 8.00 am.**

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For Stalls in a Central Location – YOU CANNOT DRIVE INTO THE MARKET

If you are allocated a stall space in a central location of the Market (indicated as a green space on the Map):

Arrive between 8.00 am – 8.30 am

Unload your vehicle from a parking bay or unloading bay within the School

Be at your Stall by 8.30 am

All Stallholders must make sure that their stall space is occupied with stock by 8.30 am otherwise it may be allocated to a Standby stallholder.

Be ready to trade by 9.00 am

Please make sure you're ready trade by 9.00 am.

WHERE DO I PARK MY CAR?

Parking is available at the rear of the School. Entry from Wellington Street.

STACK PARKING

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 and phone number on your Car Pass and place it on your car dashboard.

This Pass must be displayed at all times when you are parked at the Market

STALLHOLDER INSURANCE

If you HAVE public liability insurance cover:

Please bring a copy of your public liability insurance certificate and show it to the staff when you are being allocated a stall. As a Casual Stallholder, you need to bring the certificate with you each week. Remember: No Paperwork, no Discount!

If you DO NOT have your own cover:

You will be charged an additional \$10.00 and will be covered by the Market's Public & Product Liability Insurance Policy ("the Policy"). The Policy provides \$20,000,000.00 cover with a \$5,000.00 excess for each claim.

Policy Exclusions. The Policy excludes products liability cover for all second-hand electrical goods and toys, cosmetics and beauty products, medicines, potions, oils, fragrances and soaps, massage services, manipulation of muscle or similar.

You MUST have your own public & products liability cover if you sell certain items:

Please note it is a strict requirement that Stallholders must have in place a public and product liability policy with a minimum of \$10 Million cover in the Stallholder's Name if the Stallholder offers for sale any of these products:

- Cosmetics and Beauty Products
- Medicines, potions, Oils, Fragrances and Soaps
- Massage Services, manipulation of muscle or similar

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M A R K E T

OTHER IMPORTANT OPERATIONAL ITEMS

Access to Power

Power is not available to general stalls but a power point is made available to stallholders who need to demonstrate the working order of goods being sold. Our Manager will show you where it is.

Rubbish & Waste

All rubbish, waste and packaging must be taken away with the stallholder. Bins provided do NOT cater for stallholder rubbish. The stall site must be left in the condition it was found.

What equipment should I bring?

Chairs, display equipment, table covers & tent (with weights)

What does it mean to be a Regular Stallholder and how do I become a Regular Stallholder?

If you are a Regular Stallholder you do not need to book each week. A fixed stall space 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 to Casuals or Standbys.

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. Regular Spots are generally the best locations in the Market and most of these spots allow stallholder to drive their vehicles up to their stalls to unload.

Please note that paying a Stall Fee or becoming a Regular Stallholder does create any form of legal or equitable tenancy, or imply any future legal right/s or license.

If you wish to become a Regular Stallholder, please speak to the Manager. We will review your stall and consider whether it may be included in the mix of stalls and stallholders who are already Regulars.