



# Laurieton Riverwalk Markets

Tunis St & Short St Laurieton | Camden Haven

## TERMS & CONDITIONS FOR STALL HOLDERS

Laurieton Riverwalk Market is operated by Camden Haven Chamber of Commerce Industry and Tourism Inc. (the Chamber), through its Market Coordinator, in compliance with a development consent, license agreement and schedule of conditions set down by Port Macquarie Hastings Council. These requirements are included in the following Terms and Conditions:

- Market Held:** Third Sunday of each calendar month. Sometimes twice in January
- Venue:** Tunis and Short Streets, Laurieton, NSW 2443
- Trading hours:** 8.00am – 1.00pm. Stallholders must operate from the site for the whole of that period, or forfeit permanent status.
- Site Bookings:** When coming to the market for the 1st time new stallholders must also provide a copy of their insurance cover and keep it up date with each year supplied to the coordinators. An initial market response will detail all fees, rules and terms and conditions. A confirmation for each market prior to market day in answer to an emailed response link must be returned in order to secure a site.
- Site setup/dismantle:** Set up shall not commence before 6.00am, be complete by 8.00am and site to be cleared by 3.00pm. Ensuring no rubbish is left and site to be clean.
- Site reservation:** Stallholders must be on site by 7am. If not the site may be offered to others. Permanent stallholders missing two consecutive markets without notifying the market co-ordinator will result in that site being allocated elsewhere. No guarantees will be given concerning the occupation of an individual's "permanent" site.
- Site allocation:** A stallholder must occupy the site allocated. A change of site may be negotiated for subsequent markets with the Market Coordinator if this is possible.
- Site Boundaries:** All stallholders must remain within the boundaries allocated.
- Stallholder Parking:** All vehicles must be removed from the public reserve by 8.00a.m. sharp and parking on the reserve is not allowed. Stallholders must not block access to the sea rescue building, public wharf or Sea Rescue boat ramp. Parking of vehicles must be within the areas allocated for stallholders and comply with marshals instructions for traffic control and parking.
- Fees & Charges:** A booking form will be provided by email, providing details relevant. A response email will be sent out approx 2 weeks before market day. An invoice will be issued (email) and a receipt (email) will be issued for all monies received.
- Insurance:** All stallholders must have current public liability insurance cover in the sum of \$20,000,000. and provide a copy of their certificate of currency.
- Site Power:** A limited number of sites with electrical power are available for a small charge. Prior arrangement for one of these must be made with the Market Coordinator advising rating details of the equipment to be used. All power extension leads and boards to be supplied by the stallholder and have current valid test tags. Leads must be laid safely and be properly secured. Use of Chamber's cable trays will apply.
- Site cleanliness:** Stallholders must clear up rubbish around their stall and take this off site. Council and Chamber bins provided around the site are for the use of the general public and not for stallholder rubbish.
- Market access:** The sub-committee, including market coordinators, reserves the right to limit the type of product/goods sold and the number of stalls. Stallholder access to the market is based on acceptance of and compliance with these terms and conditions.
- Entertainers:** Buskers and clowns will generally not be required to pay a site fee. Access to the market for other forms of entertainment will be by arrangement. Noise levels from amplified loud speaker systems must not exceed the background noise level by more than 5dB(A) when measured at any affected premises. All amplified speaker systems must be positioned to face away from the residences in the area.
- Charity groups:** Charities, community groups and not for profit organisations will be required to pay 'agreed' site fees and must provide insurance certificate of currency.

## TERMS & CONDITIONS FOR STALL HOLDERS (cont.)

- Compliance with National Food Safety Standards** All stallholders engaged in the preparation, handling and storage of food and offered for sale are subject to the provisions of the National Food Safety Standards, Food Act 1989 and regulations and requirements of Hastings Council Food Safety Officer. A Hastings Council Market Food Stalls Information guide is also available and as an example stallholders, amongst other regulations, are required to comply with:
- Market stall safety controls**  
The packaging of conserves in new, single use, sanitised jars with compliant labelling. The correct packaging and labelling of cakes and biscuits with date produced, ingredients listed and name of producer, etc. On request, stallholders must provide copies of all required permits and or licenses to the Market Co-ordinator prior to Market set up.
- Prepared foods for sale must meet the following requirements:**  
Processed foods must be prepared in a Council approved food preparation area. Food handlers to have skills and knowledge in order to comply with current food safety standards.
- Plastics:**  
Lightweight plastic bags are banned by NSW law. As are plastic single-use straws, plastic single-use stirrers, plastic single-use cutlery (spoons, forks, knives, sporks, chopsticks - any utensil used for consuming food), plastic single-use plates and bowls, plastic single-use cotton buds and plastic microbeads in rinse off personal hygiene products (exfoliating beads), and expanded polystyrene foodware including bowls, cups, clamshell containers and plates, or any plastic item made in whole or part of expanded polystyrene used to serve food or beverages.
- O H & S:** Stallholders are responsible for compliance with Occupational Health & Safety requirements, Port Macquarie Hastings Council regulations and all other applicable laws relating to their activity.
- Amusement rides:** Any mechanical rides must have the appropriate current registration certificates issued by WorkCover of NSW.
- Use of Common Areas:** Stallholders, are not permitted to block or obstruct any walk way or common area with any material. Council property, benches, tables, fences, trees etc must not be used as any part of any stall display. Stallholders are not allowed to solicit the public in walkways or free areas by means of excessive noise or personal physical contact. Stallholders must not restrict by means of displays or vehicles any access to driveways or car parking of the Sea Rescue Building Public Wharf or Boat Ramp at any time
- Managements Reservation of Rights:** The Chamber reserves the right to cancel this agreement without suffering any liability from the stallholder.  
The Chamber is not liable to the stallholder for any loss suffered by the stallholder from any cause whatsoever, including failure to provide adequate security on goods or money.  
The Chamber (and its representative) has the right without prior notice to add or change any rules and regulations which in its sole discretion it considers necessary for the conduct and smooth operation of the market
- Presentation and Cleaning:** Stallholders are required to maintain a clean and attractive display area and to provide all tables, signage and stall display material to the appropriate standard for the Riverwalk Market.
- Disputes:** In resolving any disputes the Chamber will apply these terms and conditions. The decision of the Chamber however is final.
- Cancellations** A booked and prepaid site fee will be forfeited if attendance nil. Prepaid fees will only be carried forward if, and only if, the Coordinators cancel due to safety or other adverse conditions. All decisions to attend are the responsibility of the stall holder. If weather is predicted to be adverse, the stall holder is responsible for choosing to attend or not. The market coordinators do their utmost to get the markets to proceed and will only cancel if deemed unsafe.