

Stallholder information – Riverway

The following information is provided to inform Stallholders on how to get to the Market, how to ensure a smooth set-up and pack-up of the Market, and to advise Stallholders of their responsibilities while loading and unloading and where to park their vehicles during Market Trading Hours.

Trading Days and Hours

Generally, the Third Friday of the month between May and December from 5pm to 9pm

Site Sizes

Pathside sites are 3m, 6m or 9m wide and a minimum of 3m deep - all are premium sites which can have gazebos and low noise low emission generators.

Standard poolside sites are 3m 6m or 9m wide and are 3m deep, gazebos are allowed but no generators. Stallholders are encouraged to have DC power.

Food vendor sites, as indicated on the Market map, are all 6m wide and a minimum of 3m deep, generator use is allowed.

Site Fees (GST included)

All sites (Pool side and Pathside)	\$45
Food Sites	\$135

***Additional \$5 per stall for Venders without Public Liability Insurance- a copy must be on display**

***All Food Venders must have own Public Liability Insurance**

A Site Fee paid in respect of a date may only be transferred to another date at the discretion of the Manager.

Payment of Site Fees

Site fees must be paid two (2) weeks prior to the market or at the time of booking if within the two (2) week period.

Refunds and Credits

Site fees will be credited to a future booking only if cancelled by 2pm on the Tuesday prior to the Markets.

In cases of extenuating circumstances site fees may be credited if cancellation is advised either by phone or email within 24hours of the market. This will be at the Manager's discretion.

Site Fees are not refundable, and credits must be traded out. No credits or refunds are issued in the case of bad weather.

Equipment to be supplied by Stallholder

Gazebos, tables, chairs, battery operated lighting and display equipment.

Low noise low emission fuel generators are only permitted in Pathside and food vendor sites.

Set Up and Pack Up Times

For both set up and pack up, your vehicle is permitted to be on Riverway for a maximum of 20 minutes.

Your vehicle must be parked so as to ensure clear access is available to passing vehicles

Set up

General stallholders may commence set up from Noon on the day of the market. Food vendors may set up earlier with prior arrangement with Manager.

No vehicles are permitted to enter the market site after 4.00pm

All vehicles must have left the market site by 4.30pm

NO STAKES TO HOLD DOWN GAZEBOS WATER WEIGHTS OR SAND BAGS MUST BE USED

Pack up

Food vendors may enter market to pack up at 9.00pm

General vendors may enter market to pack up at 9.30pm

Eligible Products

Arts, craft, jewelry, home wares, exotic items, designer fashions, home baking, fresh produce and much more. A limited number of food sites are permitted.

Unacceptable Products

Products that in the Manager's reasonable opinion are not appropriate to be sold at the Market, and include goods bearing registered trademarks, which are not genuine products; items and services of an 'adult' nature which are not suitable for a public forum; second hand/bric-a-brac, items associated with the illegal use of drugs; and items not in accordance with the relevant Australian Standards; and other items notified by the Manager to a Stallholder from time to time.

Exceptional Weather Conditions

The Manager reserves the right to cancel the entire Market if it is deemed that damage will be caused to Riverway as a result of recent weather.

Access to Power

All stallholders, **including food vendors**, are required to supply their own power if required. Stallholders are required to supply their own lighting.

Food vendors and stallholders in the non-poolside sites only are permitted to use low noise, low emission fuel generators, situated behind their sites in non-public access areas. All leads on the ground must be marked to avoid trip hazards.

Fuel generators are NOT permitted in pool-side sites. We recommend DC LED lighting powered from sealed cell batteries.

All AC electrical equipment must be tested and tagged before being used in the Market.

Parking

Stallholder parking is available behind Tony Ireland Stadium.

Stallholders MUST park in areas designated in the Traffic Control Plan. Failure to do so is considered to be a major breach of the Stallholder's obligations and the Manager reserves the right to refuse the offending Stallholder permission to occupy a Site at the Market on the day of the infringement and on any future date.

Vehicles

Vehicles must enter from via Village Blvd and Sporting Drive

Stallholders must comply with local traffic rules and regulations on the public roads and in areas in the immediate vicinity of the Market and must not park illegally, double park in traffic lanes, park in driveways, queue across traffic intersections, undertake illegal U turns or traffic maneuvers, or otherwise hinder traffic in the streets surrounding the Market during set up or pack times

No vehicle can remain inside the market site during trading hours unless permission is granted by the Manager

Stallholder vehicles can enter the Market to pack up only after the Manager has removed the

Market barriers, or otherwise signaled that vehicle access is allowed.

NOTE: There is NO vehicle access after 4pm and before 9.00pm

Vehicles are allowed to remain on Riverway for a maximum of 20 minutes to load/unload

Only one vehicle per stall is allowed on Riverway at any one time

Vehicles ALWAYS give way to pedestrians

Stallholder vehicles can enter the Market to pack up only after the Manager has removed the Market barriers, or otherwise signaled that vehicle access is allowed. No vehicles are to be driven on the footpath

UNDER NO CIRCUMSTANCES ARE VEHICLES TO DRIVE ON THE TILES OR PAVERS BESIDE THE POOL. THIS WILL BE CONSIDERED A MAJOR BREACH AND THE OFFENDING STALLHOLDER WILL BE LIABLE FOR REPAIR COSTS FOR DAMAGE CAUSED BY THEIR VEHICLE.

Location

The Market is held in Riverway, which is located at the corner of Riverway Dr and Ross River Rd

Car Parking

All Stallholders must **ONLY** park in approved locations.



Stallholders found breaching the parking regulations may have their Permit to Trade withdrawn

Traffic Flow

Stallholders **must** ensure a continuous flow of traffic is possible when parking to load/unload

All vehicles **must** travel no faster than 5kph whilst on Riverway

All vehicles **must** have hazard lights on whilst on Riverway

Direction of travel on Riverway please refer to the Traffic Control Plan

All vehicles must obey any traffic signals, electronic or manual, when entering or exiting the Market