



Rotary Club of Ballarat South Inc. A0014698X The Ballarat Market Information and Rules

- 1) THE BALLARAT MARKET(BM) is a project of the Rotary Club of Ballarat South Inc. (RCBS) and is conducted at the Ballarat Showgrounds on the corner of Creswick Road and Howitt Street, Ballarat. The Ballarat Market is under control of the Ballarat market Committee, a committee of the Rotary Club of Ballarat South Inc.
- 2) The market is open every Sunday except during the Ballarat Show unless otherwise notified via the market website www.ballaratmarket.com.au. The cattle pavilion is not available to stallholders during the Alpaca Show on a date as advertised on the market website.
- 3) The Ballarat Market will operate in all weather conditions. Stallholders who have outside sites are advised to bring their own protection against the elements. There will be no refunds of site fees due to adverse weather.
- 4) The PUBLIC is admitted to the market between the hours of 8.00am and 1.00pm via the pedestrian entry on Creswick Road.
- 5) STALLHOLDERS are admitted between 6.00am and 8.00am (via Creswick Road entry)
 - a) Vehicle movements must not exceed 5km/h (walking pace).
 - b) No vehicles are allowed to enter, move around or leave the market until 1.00pm. If emergency egress is required contact the staff on duty.
 - c) Stall holders must vacate the market site by 3.00pm.
- 6) STALLHOLDERS VEHICLES are NOT allowed in the CATTLE PAVILION or the CENTRE PAVILION between 8.00am and 1.00pm.
- 7) Parking on vacant sites is NOT PERMITTED.
 - a) Site fees will be charged for any vehicle parking on a vacant site
- 8) BOOKING of stall sites is on a monthly basis on the LAST SUNDAY before the booking month.
- 9) PAYMENTS for weekly STALL SITES MUST BE IN CASH and paid for in full at the time of collection. Cheques will be accepted for monthly booking only.
- 10) BOOKED SITES are identified by a RED TAG hung beside stall site numbers in pavilions and by a RED STEEL PLATE set into the ground behind the kerb stall number for

outside sites. Stall holders are not permitted to sub-let their site or arrange for any other stall holder to occupy their site in the event of their absence. Booked sites can be held during an absence providing the site holder pays in advance for the month of return.

- 11) BOOKED SITES not occupied by 8.00am may be re-let by The Rotary Club of Ballarat South for that day.
- 12) STALLHOLDERS must always be in possession of and display a current site receipt when at the market.
- 13) UNDERCOVER STALL SITES are limited to a maximum of four per Stallholder.
- 14) OUTSIDE RESERVED SITES are available on Beggs Avenue, Whykes Street and the south side of the cattle pavilion.
- 15) THE DISPLAY of goods etc shall not obstruct roadways, passages etc (including stall site numbers).
- 16) POWER LEADS, HOSES, etc., are not allowed to pass across roadways and other public access paths. All leads must comply with the current Occupational Health and Safety requirements. Including up to date testing and tagging.
LEADS MUST BE TWO METRES ABOVE THE GROUND AT ALL TIMES.
- 17) STALLHOLDERS MUST COMPLY with all relevant legislation and any requirement of any authority including The City of Ballarat and have the necessary permits or licenses appropriate for their type of sales.
IT IS THE STALLHOLDERS RESPONSIBILITY to ensure they abide by the relevant legislation
 - a) For Licensing and Registration for dealing in second hand goods see <https://bit.ly/2Yktqw9>
 - b) Product Safety. See Product safety checklist for markets.
<https://www.consumer.vic.gov.au/products-and-services/product-safety/product-safety-checklist-for-markets>
 - c) Use of electricity:
 - i) No extension leads are to be run along the ground;
 - ii) All extension leads and appliances must be tagged with an in date tag as per Australian Standards AS/NZS 3760
 - iii) All extension leads must be suitable for the load.
 - d) Compliance with OH&S Legislation is mandatory. Stallholders are asked to report any safety incident to the market staff on duty.
 - e) A stallholder who does not comply with the guidelines and relevant legislation is liable to have their site cancelled and/or be refused admission to the market

18) ALL FOOD VENDORS (including fruit and vegetables, home grown produce and eggs) must have an appropriate current permit to operate, issued by the stallholders local Municipality. This can be done by registering online at Streatrader <https://streatrader.health.vic.gov.au/>.

- a) This permit must be relevant to their address and MUST BE CLEARLY DISPLAYED
- b) Food handling must comply with current health regulations and licensing conditions.

19) SMOKING: The Ballarat Market is a smoke free area. Smoking is prohibited in all areas of the market.

20) ITEMS NOT PERMITTED for sale.

- a) No alcohol, tobacco, firearms, ammunition, explosives, pornographic, indecent, obscene or offensive items or publications are permitted for sale.
- b) No sales of new or used motor vehicles, new major electrical appliances (commonly known as white goods), red meat, or new furniture (other than wooden or hand-crafted furniture).
- c) It is illegal to sell or permit the sale of goods or merchandise that infringe any copyright, trademark or registered design, e.g. pirated audio/video cassettes, compact discs, DVDs, clothing etc.
- d) Drugs, drug literature (including clothing that depicts drug messages or scenes) or items for the administration of drugs.
- e) Any other item that the BM committee considers to be offensive. The determination is final, and no negotiation will be entered into.

21) Pony Rides, water activities and mechanical rides are not allowed without prior permission from the Ballarat Market Committee.

22) The Ballarat Market Committee of Management reserves the right to refuse entry, re-issue permits, evict or suspend trading or any stallholder.

23) STALL SITES

- a) Stallholders may only operate within their allocated site. The sites are defined by the lines marked on the floor of pavilions and on the roadways.
 - i) In the pavilions the site number is above each site.
 - ii) Outside site numbers are painted on the roadway.
 - iii) If there is doubt about the extent of the site, contact the staff on duty.
- b) All stall fittings and goods including tables, marquees, etc., must be contained within the boundaries of the site. Stalls must not protrude into the pedestrian area
- c) All sites must be kept clean, free from rubbish and not present a hazard to any persons.
- d) SITE CLEANUP. STALLHOLDERS are responsible for leaving their site and the surrounding area CLEAN and TIDY. All unsold items, discarded boxes, papers and

wrappings must be taken away when leaving and no later than 2pm. ANY COSTS ASSOCIATED WITH CLEANING OF SITE WILL BE PASSED ONTO THE SITEHOLDER.

- e) Stallholders have no right to sublet or resell to any other person a booked stall without the consent in writing of the BM committee.
- f) Marquees, and all other stall equipment, e.g., tables, must always be erected so as not to cause a safety hazard and weighted or adequately secured.
- g) Any equipment used on the site must be in good repair and be operated in a safe manner.

24)LEGAL LIABILITY

- a) The Stallholder shall indemnify the Ballarat Market Committee of Management (Rotary Club of Ballarat South) and keep it indemnified to the fullest extent by law from and against all claims or demands of any nature whatsoever which the Management may suffer or incur in connection with loss of life, personal injury or damage to property arising from or out of any occurrence in or upon the premises or the use of the premises by the stallholder or by any of the Stallholder's employees and customers or caused by the stallholders or by the stallholder's employees and customers and whether or not the existence of a dangerous item or dangerous state of affairs was or ought to have been known to the Management of Stallholder or both of them.
- b) The Stallholder shall ensure that all their property and effects are removed from the Market at the conclusion of the Market each Sunday. The stallholder acknowledges there is no liability or responsibility whatsoever on the Rotary Club of Ballarat South for any loss or damage the stallholder may suffer or incur to their property, effects and equipment before, during and after market hours.
- c) Public Liability Insurance
 - i) All Stallholders are required to have Public Liability Insurance.
 - ii) Stallholders will be charged \$5 per site for this insurance.
 - iii) If a stallholder has their own Public Liability(PL) Insurance policy with coverage of at least \$10,000,000 and presents a certificate of currency to the Ballarat Market the \$5 PL insurance fee will be waived. The policy details will be entered onto a register that will be carried by BM personnel when collecting site fees.
 - iv) All stalls selling food stuffs must have their own public liability insurance policy and supply a copy of the policy to BM prior to occupying a site.
 - v) Documentation can be found at <https://bit.ly/2TXL1eW>
 - vi) The BM and RCBS makes no representation or guarantee that the Insurance Policy:
 - (1) is appropriate to a Stall Holder's business;
 - (2) does not contain exclusion clauses which may prevent or limit a Stall Holder's right to make a claim for indemnity under the terms of the Insurance Policy; or

- (3) That the financial limits on the Insurance Policy cover are adequate for the risks to which the Stall Holder is exposed.
- 25) At 1.00 pm, or at a time determined by the Rotary Club of Ballarat South members on duty, the Howitt Street gate will be opened.
- 26) CYCLISTS are not allowed to ride in the market.
- 27) Dogs are permitted to enter the market under the following conditions:
- a) Dogs must be on a short lead
 - b) Owners must have a dog waste bag with them
 - c) Dog behaviour is subject to Domestic Animals Legislation (Vic.)
 - d) The Rotary Club of Ballarat South Inc. reserves the right to exclude or remove any dogs whose behaviour is deemed inappropriate or dangerous.
- 28) Bookings
- a) Can only be made on site and paid for in advance.
 - b) Part monthly bookings ARE NOT ALLOWED.
 - c) Bookings will not be taken by telephone.
 - d) No refunds will be given under any circumstance.
- The Ballarat Market and RCBS reserves the right to publish photographic images of stallholders and/or their stalls/sites taken at the BM for use in BM and RCBS promotions and publicity.
- 29) CURRENT SITE FEES
- a) All pavilions are \$30 per day for casuals Outdoor Sites are \$25 per day for casuals including stallholder public liability insurance.
 - b) Reduced rates are available during winter for booked sites.
- 30) ENQUIRIES for market operation should be directed to:
- a) The Ballarat Market phone 0418 518 106.
 - b) Email enquiries@ballaratmarket.com.au
 - c) Web Page: www.ballaratmarket.com.au We do not recommend generic online market advertising sites. They may not contain current information.
 - d) Facebook: Ballarat Market.

- e) If you experience problems associated with the market or have suggestions that may improve the operation of the market for both stallholders and patrons, please direct them in writing addressed to:

**The Ballarat Market Committee
Rotary Club of Ballarat South
PO Box 211R
REDAN VIC 3350**

- 31) These Rules of operation may be amended from time to time at the sole discretion of BM and RCBS and will become effective on the date of their publication. Current rules can be found on the BM website.
- 32) Stallholders by having a stall at the market will be considered to agreeing to the above rules.