

## ARTISANS OF ADELAIDE

### STALLHOLDER TERMS AND CONDITIONS

Artisans of Adelaide – Christmas Gift Market Sunday December 7<sup>TH</sup> 2025 Event duration 10am -3pm

### TERMS AND CONDITIONS

- ~ All applications are subject to criteria and approval by Artisans of Adelaide
  - ~Event site fees are payable by the due date on the invoice. Non payment by the due date can forfeit your attendance.
  - ~Stallholder fees cover your space allowance and do not include event furniture, tables or power.
  - ~All vendors MUST have PLI and provide a copy of the Cert of Currency prior to the event date.
  - ~All food businesses require the appropriate food notification forms or Council approval
  - ~All alcohol vendors must have a current liquor licence for each market ( Dec 7<sup>th</sup> excluded as Artisans of Adelaide will apply and include that in the stallholder fees)
  - ~ Artisans of Adelaide, its operator/s, agents and/or assignees shall not be liable for loss or damage to stock and/or equipment however caused.
  - ~ Fees also include, marketing (social media, flyers, local advertising).
  - ~ Stallholder fees are not transferable or refundable - If the market is cancelled by Artisans of Adelaide, any fee paid will be credited to the next market. A new date will be determined and advised with all bookings being transferred over. If you are unable to attend the new date, your stall fee will be held and transferred over to a later date.
- No other refunds issued. Should you cancel within 7 days of the event for a family emergency this will be dealt with on an individual basis.
- ~ EARLY DEPARTURES In the best interest of the market and as a courtesy to fellow traders, early departures will not be permitted.

### BUMP IN/BUMP OUT

BUMP IN – Limited Bump In availability Sat Dec 6<sup>th</sup> from 5pm-6pm Available upon request.

### EVENT DAY SET UP/BUMP IN

STAGGERED Bump in will be Set up on event day from 8.00am onwards. Pack down from 3pm – 4pm. Set up and dismantling of stalls shall adhere to these outlined times and should be done with due consideration of fellow stallholders.

**VEHICLE SAFETY/UNLOADING PROCEDURE** Stallholders must unload vehicles from the public car park onsite at St Clair Rec Centre.

Stallholders and their staff must not keep their vehicles parked for the duration of the event in Disabled spaces or near the main entrance. These are preferred parking for customers.

**END OF TRADE PACK UP/VEHICLE PROCEDURES** All stock, goods and/or items must be packed up first. Site to be cleaned and all rubbish removed. Note: Market bins are for lightweight rubbish only, not stallholders produce, rubbish and/or boxes.

**RUBBISH REMOVAL** Stallholders are responsible for the removal of all rubbish and must leave their site clean and clear of all debris. The rule is simple: If you bring it in, you take it home. Do not throw boxes and food produce in the Council / Private Facility rubbish bins.

**SALE OF CONSUMABLE GOODS** It is the stallholder's obligation to ensure that all Council and Government guidelines and health regulations are met, that all appropriate licenses are obtained, that the setup of the stall meets all Council, health and safety requirements and that these obligations are met at all times and are adhered to. In addition to evidence of Public Liability cover, a Food Handling Certificate is also required or kitchen approval from your local council. Food and beverage stallholders must adhere to all hygiene regulations.

Food stalls must meet Health Department regulations.

**QUALITY PRODUCTS** Artisans of Adelaide events are known for curating quality markets with quality market stalls. All sellers are asked to assess their products and to ensure that quality goods are sold. In the best interest of our market do not sell poor quality or cheap, mass produced items.

**SITE PRESENTATION & SIGNAGE** Please ensure that your site is well presented, tidy and safe always. Signs erected including pop up BANNERS are allowed but PLEASE advise Allison if you plan to use one. They must not impede pedestrian flows, must not display any offensive material and must be clean and presentable.

**STALL & PERSONAL SECURITY** Stallholder's stock, produce, equipment, cash and personal effects is the responsibility of the stallholder.

**STALLHOLDER CONDUCT** Stallholders are expected to always act in a professional manner. Artisans of Adelaide will not tolerate any offensive comments, unwarranted gossip or bad behaviour. Stallholders or stallholder representatives must always man stalls.

Stallholders must not engage in dangerous activities that will place other stallholders and patrons at risk of injury or death.

**PUBLIC LIABILITY/INSURANCE** Artisans of Adelaide Market Public Liability does not cover stallholders and/or their products. It is the responsibility of all stallholders to ensure that they are insured for Public Liability and Product Liability (where applicable) as required by law. Additionally, that their stall area always remains clean and safe to the public and to ensure that their product meets statutory health requirements and in no way poses any health risks to the consumer.

**ALCOHOL** – Artisans of Adelaide will apply for a short-term Liquor License for the day. You must advise AoA if you are wishing to sell alcohol and your product must be approved prior.

**ELECTRICITY & ELECTRICAL EQUIPMENT** There is no electricity available except under limited circumstances.

**EXCLUSIVITY** No stallholder is guaranteed exclusivity for their product or service. AoA do endeavour to minimise crossover products, as we seek variety and intend for no stall to be the same.

**PROMOTIONAL MATERIAL/ADVERTISING** Artisans of Adelaide reserves the right to use stallholder images and/or photos which may contain images of the stallholder and/or their produce for promotional purposes.

**GENERAL RULES AND CONDITIONS** Artisans of Adelaide reserves the right to refuse entry to any person and/or trader or to refuse the sale of any item and/or product. Artisans of Adelaide Events, its operator/s, agents and/or assignees shall not be liable for the loss or damage to any vehicle, anything therein, or to any person from whatever cause arising and whether due to the negligence of the Market operator and/or agents or otherwise

You must tick your acceptance of these Terms and Conditions in the application to be considered. Thankyou, Artisans of Adelaide.

Signed Stallholder..... Name  
..... Date .....

#### STALLHOLDER DETAILS

Your Name(s) ..... Trading Name  
..... ABN ..... Postal Address  
..... Contact Phone  
No..... Email .....

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