

# Central Coast Vintage & Collectibles Fair

Stallholder Terms & Conditions

Location

Lions Community Hall

3/8 Russell Drysdale Street, East Gosford NSW

& “Special Events”

At Rustique on the Coast – 2 Burns Rd, Ourimbah

Opening Times: Saturday 9am – 2pm

Sunday 9am – 2pm

Entry to Public: by Gold Coin

We aim to provide an indoor and outdoor venue for Antique & Vintage lovers on the Central Coast to sell, buy or swap their treasures locally!

## Stall Holder Information

### What can I sell?

All Antiques, Old Wares, Vintage, Retro items, Collectables, Music, Jewellery, Vintage Clothing, Memorabilia, Shabby Chic, Industrial, Retro Furniture, Mid-Century, small amounts of Upcycled Vintage items, Vintage & Preloved Designer Label Clothing, New Designer Label Clothing and we do take a few stallholders that have vintage inspired items and clothing.

Note: No 'New', handmade, imported, wholesale products or general second-hand items, no fast fashion, we are an Antique, Vintage, Collectable Market, there are plenty of other markets on the Coast that cater to all those items. Reproductions of Vintage items permitted but limited to no more than 6 items, you must ensure the buyer is aware these are Reproductions!

\*\*A Second-hand Dealer's licence is required if you deal in any of the following: items of jewellery that include gemstones or precious metals, including watches; gemstones and precious metals; electric or electronic goods, including mobile phones, global positioning system equipment and audio devices; computer hardware, including tablet computers and video game consoles; photographic and video equipment, including digital cameras, digital imaging equipment and video recording devices; musical instruments; sporting and recreational goods; watercraft used or capable of being used as a means of transportation on water, including parts of a watercraft; portable engine-powered, motorised and air-powered tools and equipment; car accessories.

A second hand dealers licence isn't required for costume jewellery or any antiques, vintage and general items such as clothing etc, only if you sell the above \*\*

Boot Market (November Market only)– all household items, clothing etc, can be sold, can be new, preloved or vintage.

### How do I book a stall?

Fill out the attached application form and return via email, if stall space is available then you will be contacted and fees must be paid within 7 days, stalls are not confirmed until all fees are paid in full.

Payments to be made by direct deposit into the bank account shown on the Booking Form.

Stalls will be reserved on a first in first served basis. Preference is given to returning stall holders then to new stall holders. If you have been at the Market before, we do not promise you will receive the same space as previously booked; however, we will try where possible to allocate the space of your choice.

### What if I want to cancel my Booking?

All stallholders must give 14 days' notice if they wish to cancel and receive a full refund or credit, so your position can be reallocated.

If stallholder cancels with in the 14 days only a credit will be given for the next market, if a cancellation happens within 48 hours of the Market no refunds or credits will be given. If a no show occurs on either day of the market no refunds or credits will be given.

If payment has been made in advance & the outside stalls are rained out and it has been cancelled, then a credit will be given for the next Fair.

#### Do I need to take out Public Liability Insurance?

Yes, all stall holders will need to have your own Stallholder Public & Products Liability insurance. There are many insurance companies such as AIG Insurance which is approximately \$150 per year.

If, however you do not have your own insurance, you must be covered, the Market is covered with its own public liability insurance, and you can be added to it for a fee. Please add \$10 extra per day on top of stall fees.

Eg: Outside stall fees \$50 per day add \$10 extra for Public Liability if doing 2 days over the weekend add \$20 for the two days.

If you have your own insurance, please attach with your Booking Form. Insurance of your stock or Product Insurance (Antiques or Collectables etc) and personal property is your own responsibility to cover. It is the responsibility of the stallholders to keep their public Liability Insurance up to date and it must be sent to the Organiser of the Fair before attending the next Fair.

#### Do I need to book both days of the Fair?

No, Outside Stallholders may opt to book one or both days, with set up and pack up on each day, only 'Inside Stallholders' are required to book both days, with set up strictly on Friday, no setting up on Saturday will be permitted.

#### What times are available for setting up my stall?

Inside Stallholders Must set up on the Friday afternoon prior. Access times for set up are between 10am – 3pm. (other times by arrangement) by committing to an inside stall you agree to trade both days and set up on the Friday prior. Cars can come into the car park any time from 10am on the Friday and unload close to the hall, doors to the Hall will open 9am both Saturday and Sunday.

Outside Stallholders Must be set up by 9am, the Fair is officially open to the Public at 9am on Saturday & Sunday. You are welcome to arrive any time from 7am Saturday and 7am Sunday (the gate will not be opened before 7am). Cars are only permitted in the carpark from 7am until 8am, after then cars must be parked on the road and products brought in by foot.

The Market itself is in the hall carpark, we cannot have cars coming in and out once stalls are set up, plus the food vendors arrive at 8am and we set up tables and chairs etc. So, we recommend driving in, unloading your items in your stall space and then driving your car back out, there are a lot of people to get in and out in a short time and it can get quite congested, please limit yourself to 15 mins unloading time.

If you arrive after 8am you can still set up, but it must be done by bringing in your products and stall items via the path to the road. You can also setup on Friday night if you are camping on site. Please contact for me for details on that if needed.

On Closing – Inside and outside Stallholders must clear their stall area no later than 4pm on Sunday. NO cars will be permitted into the car park until 3pm both days.

Stallholders must remove and take all rubbish with them, and ensure their site is completely clean and free of boxes, paper and debris. These are not to be left onsite.

#### Can I hire Tables/Chairs/Trolleys?

No. You must bring all your own tables, racks, stands, trolleys and gazebos, these are not available to hire.

No electrical products can be tested inside the premises. (Insurance cover policy). Any light fitting or lamp or electrical product MUST have a current 'Passed Test Tag' on it before it can be plugged in! Please check with Market Organisers before plugging in any electrical product!

#### Stall Sizes & Costs: Inside

##### Stalls –

- Size: 2 x 3 metre space. Waiting List Applies! Stall Sizes vary depending on location. Stalls \$80 per day (must do both days) plus \$10 per day for Public Liability (if you don't have your own insurance)

##### Outside Stalls Saturday

- Size: 3 x 3 metre space on concrete, suitable for gazebos. \$50 per day plus \$10 per day for Public Liability (if you don't have your own insurance).

##### Outside Stalls – Sunday Boot Market

- Size: 3 x 3 metre space on concrete, suitable for gazebos. \$30 per day plus \$10 per day for Public Liability (if you don't have your own insurance).

All Stallholders must keep their goods confined to the designated area for their stall and must not go outside their designated boundary. This is very important for inside particularly as there is not a lot of space.

Stallholders must always keep their stall and immediate area clear of rubbish or other obstacles that may impede pedestrian traffic. Please be aware of tripping hazards.

All outdoor Gazebo's must be anchored down with heavy weights, water filled, cement, or Sandbags. We are close to the water, it can get windy, this is to prevent accidents or potential injury to the public/property or stallholders.

All Stallholders to ensure their stall area/s is displayed in a clean, tidy & presentable fashion. All tables must have suitable Tablecloths to ground level and storage boxes to be stored under tables. Have fun with your displays and design, customers are drawn to beautiful stalls.

Nothing can be hung or attached to the walls or ceilings of the Hall at any time. This means no signs, clothing, racks, pictures, furniture.

Outdoor Stallholders acknowledge that there is no electricity available for their use, and all food vendors must provide their own power supply.

Occasionally as needed, Central Coast Vintage & Collectibles Fair reserves the right to move any stallholder to another site if we deem it necessary for the layout of the event.

Note: All inside Stallholders to take particular care whilst moving furniture, tables, objects, boxes etc, always lifting and NOT dragging to prevent any damage to flooring of the venue. If scratches occur due to not adhering to these rules the Lions Club will charge us a fee if damage occurs and this will be passed on directly to the offending stallholder.

### What about the weather?

The Fair will be held rain or shine for inside stalls; however, we are weather dependant for outside stalls.

If showers or winds are light & intermittent, please ensure you have adequate cover. Please always bring plastic covers and wet weather provisions, No makeshift covers, adhoc sail structures will be permitted and nothing may be hung from walls or roof of the building venue.

Note: Please do not assume the fair is closed due to overnight rain, please wait for the organisers to advise. It can be raining in other areas yet fine in East Gosford (this has occurred on many occasions!)

We understand set up time may be delayed in some instances due to weather concerns.

As said before, if the outside market is closed due to weather all paid fees will be credited to the next Market date. This is before the Market, if the weather turns during the day and stallholder chooses to pack up no fees or credits can be given.

### Will food and drink vendor be available at the venue?

A Coffee Van and 1-2 Food Vendors will be present on the Sat & Sun, however if you wish to bring food with you there is a kitchen only open to stall holders to make tea /coffee and a Fridge for your perishables.

Toilets are located inside the hall.

### Food vendors

All food vendors must have current licences and certificates, all must have a Central Coast food vending certificate.

All food vendors must have their own insurances.

### A FINAL NOTE

ALL Stallholders are to park their cars on Russell Drysdale Rd as close to the school gates as possible so to leave the carpark over the road and the road space in front of the hall for customers. DO NOT PARK IN THE CARPARK OPPOSITE There are some exceptions to this rule please speak to me directly if you have a disabled sticker.

**\*\*We also ask that ALL stallholders actively share the market on their social media accounts and follow, like and share our accounts and the event, social media is still the best way to get in front of people and the more eyes on our accounts the more customers for everyone\*\***

### Conditions

All Stallholders must always treat the staff & or organisers of the Central Coast Vintage & Collectibles Fair with courtesy and respect. Any unacceptable behaviour including but not limited to, aggression, abusive language or refusal to comply with a reasonable direction will be treated as a breach of a condition of these Regulations, and as a result the stallholder is likely to be asked to leave the market and banned from trading at any future market/fair.

If a Stallholder has booked a stall & does not show or has given no acceptable reason for his/her non-attendance, then that Stallholder will not be invited back to the fair. (Note this is except for non-attendance due to the fair being 'rained out' or not held.) No credit or Refund will be given in this instance.

Any direction given by Central Coast Vintage & Collectibles Fair Staff/Operators including but not limited to; Parking of Stallholder vehicles, Removal of vehicles, Relocation of Stall to another area or regarding OH&S Issues or Risk Management or Accident Prevention must be complied with strictly and immediately.

### Stallholder's Warranties and Representations:

The Stallholder acknowledges and agrees that, by applying to hire a stall, the Stallholder makes the following warranties and representations:

- That the statements made regarding their booking request are true & accurate.
- That the Stallholder has carefully read the Regulations and agrees to be bound by their Terms and Conditions; That the Stallholder will not engage in any false or misleading conduct including, but not limited to, selling counterfeit goods or mislabelling or misrepresenting the item or goods. That the Stallholder has the necessary licences or permissions to sell the goods that they offer for sale and that the Stallholder does not sell anything illegal or dangerous.
- That the Stallholder is always considerate and respectful of all other stallholders and customers.

### Exclusion of Liability.

The Stallholder agrees that Central Coast Antique & Collectibles Fair Organisers /Staff has not made any warranties or representations relating to the Stallholders occupation or use of a stall at the fair including but not limited to;

The Stallholders likely sales or profits; or the number of potential customers likely to attend the fair, or the presence of other stallholders on the same Market day selling the same or similar type of goods or services or the location of their stall; or the services and facilities that are available to the Stallholder other than as contained in the Rules & Regulations, or the adequacy of security, or the extent to which the Terrigal Antique & Vintage Fair Organisers or Staff has carried out marketing or advertising to attract customers to the Fair or the suitability of the fair for any particular purpose.

The Stallholder agrees that the Central Coast Vintage & Collectibles Fair Operators or Staff are not liable for any claims arising from:

Damage to goods or other property of the Stallholder, or theft of the goods or other property of the Stallholder or Injury, loss or damage suffered by any person at the Fair or damage or theft of the property of any person at the Fair including their Motor Vehicles, Trailers, Caravans parked in adjacent Car Park.

By filling out the application form you are acknowledging and agreeing to all terms and conditions as stated