



Hobsons Bay Community Arts Centre Inc.
PO Box 57, Williamstown VIC 3016
E: thesubstation.newport@gmail.com
www.thesubstation.org.au

SUBSTATION ARTISTS' MARKET: TERMS & CONDITIONS AGREEMENT

Participation in the Artists' Market is subject to your acceptance of the following terms and conditions. Please read these carefully.

Products: It is important that the stallholder creates all products for sale. Please ensure that your description on the application is accurate. To add a new product a written request is required along with photos. Products cannot be added without written approval from the committee.

Environment and waste: To reduce waste please use recycled and/or recyclable packaging and materials. Stallholders are required to remove all waste at the end of the day.

Times: Market staff will be on location from 8am. Stall holders must be on site by 8.30am. If you do not arrive by 8.30am, you may lose your allocated site. The market will be open to the general public from 10am to 4pm on market days. No stallholder is permitted to pack up prior to 4pm.

Site: Site size is 1x2m. This accommodates a standard trestle or 2 standard card tables. All tables must be covered with floor length cloths. No displays can be fixed to walls. Please provide your own free standing displays if required. All stall equipment including signage must be contained within site boundaries, leaving public access clear at all times.

Stalls cannot be sublet or shared without approval in writing from the committee.

Fees: \$50 per site. All bookings must be prepaid on arrival. Fees are not refundable.

Trestle hire: Trestles can be hired from the venue at a cost of \$30, and should be booked no later than a full week before the market

Public Liability Insurance: Substation Artists' Market has Public Liability insurance that covers all stallholders; however this does not cover your product. We recommend that stallholders have their own insurance.

Note: The Substation Artists' Market and its representatives will not be held responsible for any loss or damage to person or property howsoever caused, including the negligence of the Substation Artists' Market or its representatives or agents and including loss or damage arising out of weather conditions or the cancellation of the event due to any circumstances outside the control of the Substation Artists' Market and/or weather conditions.

I have read and will abide by the Terms & Conditions of the Substation Artists' Market.

Name (please print neatly): _____

Signature: _____ Date: ___/___/2009

To be returned to: The Substation Artists' Market, PO Box 57, Williamstown VIC 3016
The Committee reserves the right to decline any application.