



STALLHOLDER INFORMATION

This Stallholder Information below should be read in conjunction with and forms part of the Market Licence. The Manager may amend this Stallholder Information from time to time by posting a notice of a change on the Website.

Location

Paddington Uniting Church
395 Oxford Street, Paddington NSW 2021
More info on [how to get there](#)

Trading Days & Hours

Open every Saturday
Trading from 10am – 4pm

Set Up / Pack Up Times

Set Up: 7.30 am – 9.45 am Pack Up: 4.00 pm – 5.30 pm

Stall Fees

Stall Fees vary depending on which section of the Market and the stall type.

Church Grounds

Large Marquee Stall	3.0 m X 3.0 m	\$160.00 (incl. GST)
Medium Stall (fits large table +small table)	2.4m X 2.4m	\$145.00 (incl. GST)
Small Stall	Fits table of 1.2m X 1.2 m	\$92.00 (incl. GST)

School Grounds

General Food Stall	3.0 m X 3.0 m	\$160.00 (incl. GST)
Large (Non-Food) Stall	3.0 m X 3.0 m	\$160.00 (incl. GST)
Medium Stall	2.4m X 2.4m	\$145.00 (incl. GST)
Hot Food Stall	3.0 m X 3.0 m	\$235.00 (incl. GST)
Large Fruit & Veg	Various	Price on Application

Not for Profit Organisations: TBC



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Table Hire (incl. GST):

Table Size: 2.4m long x 0.76m wide x 0.74m high	\$11.00
Table Size: 1.22m long x 0.61m wide X 0.74m high	\$6.00 (for hire to casuals only)

Marquee Hire (incl. GST):

3.0 m X 3.0 m	\$21.00
2.4 m X 2.4 m	\$16.00

Power in Food & Growers Section

\$11.00 for 10-amp point

\$16.00 for 15-amp point

High power users will be quoted special rates on application

How do I apply for a stall?

Go to www.paddingtonmarkets.com.au and [Apply Online](#).

Once you are approved to trade as a stallholder you may make book a stall, subject to availability.

What you can sell?

Started as a market to encourage local fashion designers, craftspeople, jewellery makers and artists, the market has over 100 unique stalls filled with creative fashion and accessories, beautiful smelling soaps and candles and pictures that inspire. You can sell arts, crafts, handmade items, clothing, accessories, jewellery, bric-a-brac, art, photography, furniture, salvaged items, food, records, CDs, DVDs, vintage clothing and re-claimed or re-purposed articles... the list goes on.

We have a new Growers Section and now locals are able to find beautifully curated produce and gourmet delicacies, including seasonal fruit and vegetables, artisanal bread and cheese, sustainably sourced meats & seafood.

What you can't sell?

Detailed below are items we are NOT permitted to sell at the Markets:

Health/Cosmetics/Medicines/Alcohol/ Amusements, Electrical Goods/Tools, Massage/Therapy, Hazardous and Dangerous Goods, Ammunition, Automobile Parts, Bicycles, Child Restraint Devices, Christmas Tree lights, Firearms, Children's Furniture, Sporting goods or athletic equipment, Protective equipment, Ride on Toys ie Skateboards, roller skate's, roller blades, water amusement equipment, Projectile toys, E cigarettes,

Stallholder Public Liability Insurance

All Stallholders must have their own public and product liability insurance with a minimum of \$10 Million cover in the Stallholder's Name.

A copy of the Insurance Certificate of Currency must be supplied to the Manager before a Stallholder may trade at the Market. It is the responsibility of the Stallholder to ensure that the insurance is renewed and remains current for the term that the Stallholder sells products at the Market.



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What equipment should I bring?

Chairs, display equipment, table covers & tent (with weights)

Food Stallholders

If you intend to sell food at the Market, you need to hold an approval from the City of Sydney (TFP) and an up-to-date NSW Food Authority Food Safety Supervisor Certificate (FSS). We advise first applying to the market for approval. If your application is successful, then you will need to supply all food documentation before your attendance.

For more information, please visit:

City of Sydney Requirements:

<http://www.cityofsydney.nsw.gov.au/Business/ApprovalsPermitsAndNotifications/TemporaryPremises.aspx>

NSW Food Authority Requirements:

http://www.foodauthority.nsw.gov.au/Documents/industry_pdf/temp_events_guideline.pdf

Checklist for ready to eat food stalls:

- FSS certificate
- City of Sydney Temp Food Permit
- Floor mat (non-porous and must cover entire stall area)
- Walls on 3 sides of your tent
- Read, understood, and implement safe food handling practices (refer to links)
- Appropriate safe food handling equipment (e.g. thermometer, Bain Marie, ice box etc)
- Hand and equipment washing station in your stall
- Fire extinguisher
- Fire blanket
- Sneeze guards
- Food grade sanitizer
- Waste management (bins etc)

Rubbish & Waste

All rubbish, waste and packaging must be taken away with the stallholder. Bins provided do NOT cater for stallholder rubbish and trade waste. The stall site must be left in the condition it was found.

Bad Weather Policy

The Market is conducted in the open air and will operate in varying weather conditions including wet weather. It is the responsibility of the Stallholder to bring their own covers, weights to hold down equipment and other equipment for the purpose of protection in adverse weather conditions. The Market will NOT be cancelled in the event of wet weather. Please note that no credits or refunds are issued in the case of bad weather on Market Day, so you need to consider this when making a booking and payment for a Market Stall.



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What spot will I get at the Market?

If you have paid your stall fee as a Casual Stallholder your stall allocation, map and bump in information will be emailed to you before 5pm on Friday (day before your booked market day).

What does it mean to be a Regular Stallholder and how do I become a Regular Stallholder?

If you are a Regular Stallholder, you do not need to book each week. A fixed stall location is held for you unless you cancel beforehand. Your Regular Stall will be held for you until 9.30 am on Market Day. After this time, the spot may be given away.

A Regular Stallholder has the advantage of a fixed regular position, so customers can get to know where to find you and you can then build your repeat customer base. If you wish to become a Regular Stallholder, please speak to the Manager.

Stall Cancellation Policy

Stall fees may be cancelled or credited if you cancel your stall booking by the **Monday 5.00 pm** prior to Market Day. If you cancel after this time, your stall fee will still be payable. An early cancellation provides time for a Casual to be contacted and booked in to the Market. A late cancellation makes this process much more difficult.

To cancel a stall, you must send an email to manager@paddingtonmarkets.com.au .