



**Saturday November 7<sup>th</sup> 2015**

### **Terms and Conditions**

<b>Purchase confirmation</b>	<p>Purchase of a Market Day stall-site will be confirmed when payment has been received and a registration form completed.</p> <p>Sales are made on a first-in first-served basis until all available spaces are filled.</p> <p>Acceptance of stalls is at the discretion of the PTA.</p>
<b>Refunds</b>	<p>Stall-site sales are non-refundable. The Market Day event will proceed unless there are extreme weather conditions.</p>
<b>Location of stall-sites</b>	<p>Stall-holders will be directed to a specific stall-site on the day when they arrive to set up their stall.</p> <p><b>The exact location of your stall-site on the school grounds will not be pre-allocated.</b></p> <p>No vehicles will be permitted on the main field.</p>
<b>What can be sold</b>	<p>Stall-holders are able to sell whatever goods they choose except for:</p> <ul style="list-style-type: none"> <li>▪ running a sausage sizzle (St Albans School PTA will run one on the day)</li> <li>▪ Candy Floss (St Albans PTA selling this)</li> <li>▪ Cans of drink and coffees/hot chocolates (St Albans PTA selling these, Oak Leaf café will be open)</li> <li>▪ alcohol</li> <li>▪ anything that might be considered unsuitable for sale at a school community event.</li> </ul>
<b>Car Boot Sites</b>	<p>Car Boot sites:</p> <ul style="list-style-type: none"> <li>▪ cost \$25 each</li> <li>▪ measure 6m x 3m, they are designed to fit a car and a trestle sized table</li> <li>▪ may be run by an individual or a group of people (families, friends, sports team, community group etc)</li> <li>▪ are the same price regardless of whether the stall-holder is a commercial enterprise, not for profit organisation or private individual/s.</li> <li>▪ All equipment is to be provided by the stall holder.</li> </ul>

<b>Kids Market Stalls</b>	<p>Kid's Market stalls:</p> <ul style="list-style-type: none"> <li>▪ are to be <b>run by children</b></li> <li>▪ cost \$5 each</li> <li>▪ are the size of half a trestle table (provided by the organisers)</li> <li>▪ may be run by an individual child or a group of children</li> </ul> <p>Note: Parents / Caregivers are responsible for supervision of their child/ren</p>
<b>Unsold goods and rubbish</b>	All unsold goods and rubbish are the responsibility of the individual stall-holders and need be taken off-site at the end of the event.
<b>Vehicle entry to Car Boot sites</b>	<p>Vehicle entry onto the school grounds:</p> <ul style="list-style-type: none"> <li>▪ is via Sheppard place on presentation of the stall-holder's ticket (supplied one week prior to the Market Day)</li> <li>▪ will be restricted to one vehicle/drop-off per stall-site</li> <li>▪ will be available from 9.30am until 10.45am only</li> </ul> <p>Note: For safety reasons, <b>no vehicles will be allowed to drive onto or off the school grounds between 10.45am and 1.15pm.</b></p>
<b>Vehicle entry for Kids Market Stalls</b>	<p>To reduce the amount of traffic on the school grounds on Market Day, no vehicle access for drop-off or pick-up of goods for Kids Market stalls will be allowed.</p> <p>Prior to setting up your stall you will be required to present your Stallholder Ticket, at which time you will be allocated a table.</p>
<b>Money</b>	<p>All money taken, floats, change etc is the stall-holder's individual responsibility. The organisers will not provide any money handling services (including EFT POS) during the event. The organisers will not take any commission on stall-holders' takings.</p> <p>Stallholders must not pass on any costs they incur to the PTA.</p>
<b>Supply of equipment</b>	The organisers will not provide any equipment such as tables, tents etc. All equipment is the responsibility of the individual stall-holders.
<b>Sales prior to start time.</b>	It is up to stallholders whether they begin sales early.
<b>Safety</b>	<ul style="list-style-type: none"> <li>▪ Please be conscious of the Safety of yourself and others at all times.</li> <li>▪ Free sunblock will be available on the day</li> <li>▪ There is a speed limit of 5km/hr on school grounds</li> <li>▪ Hazard lights must be used while driving</li> <li>▪ No driving will be permitted on the grounds between 10:45am and 1:15pm</li> </ul>
<b>Advertising</b>	The organisers will widely promote the event. Stall-holders are welcome to do additional advertising
<b>Disclaimer</b>	The school or organisers will not be held liable for any losses or damage occurring to vehicles or goods.