

# TERMS & CONDITIONS

*The Creative  
Assembly Co.*

## **1. Stallholder Requirements and Eligibility**

1.1 Stallholders are required to submit as much detail as possible in their application, ensuring that all product information and images are current and accurate.

1.2 Stallholders may only sell items that have been pre-approved by the Market Coordinator and that meet the market's product criteria. Unauthorized products will not be permitted on the day.

1.3 Stallholder selection is based on market criteria and diversity of products and services on offer. The final decision sits with the Market Coordinator.

1.4 Products must be the stallholder's original design and/or handmade. No reselling of mass-produced, imported, or drop-shipped goods is allowed unless specifically approved in writing.

1.5 Stallholders must have public liability insurance with a minimum coverage of \$10 million prior to trading. Proof of cover will be requested.

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## **2. Payment and Cancellations**

2.1 Stallholders have 72 hours to pay for their stall once approval has been given.

2.2 Stalls are rented on a one-off basis. Stallholders must apply separately for each market event.

2.3 Stallholders who cancel their participation less than 14 days before the event will not be eligible for a refund or credit. Cancellations must be made in writing via email.

2.4 Stallholders will not be entitled to a credit or refund for failing to attend on the day.

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## **3. Market Operations and Logistics**

3.1 Stallholders will receive market day information, including their stall allocation, seven (7) days prior to the market. Stall allocation is at the discretion of the Market Coordinator.

3.2 Stallholders are not permitted to transfer or sublet their stall to another party.

3.3 Stallholders must set up in their allocated space and must not encroach on neighbouring stalls or walkways.

3.4 Stallholders must trade from 3pm – 9pm on market day. All stallholders must be fully set up and ready to trade by 2:45pm.

3.5 Stallholders must provide and safely erect their own equipment (marquee, stands, signage). All items must be secured to withstand outdoor conditions, including wind.

3.6 Stallholders must supply their own power if required, and all power leads must be tested and tagged prior to use.

3.7 All stallholders must remove their rubbish and leave their site clean at the conclusion of the event.

3.8 Parking will be provided for stallholders for the duration of the event. Creative Assembly Co accepts no responsibility for any loss, damage, theft, or injury incurred to any vehicle or its contents while parked in the designated areas.

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## **4. Behaviour and Conduct**

4.1 Stallholders must be courteous and respectful toward fellow stallholders, customers, event staff and the general public at all times.

4.2 Creative Assembly Co has a zero-tolerance policy toward aggressive, discriminatory or inappropriate behaviour. Breaches may result in immediate removal from the event and exclusion from future markets.

## **5. Safety and Compliance**

5.1 Safety is everyone's responsibility. Stallholders must report any issues or concerns to the Market Coordinator immediately.

5.2 A safety inspection will be conducted prior to the event to ensure:

- All stall infrastructure is safe and secure
- Slip, trip and fall hazards are eliminated
- All access and egress routes are clear
- All electrical leads are tested and tagged

5.3 Stallholders using open flames must obtain prior approval and comply with all fire safety regulations. A fire extinguisher must be accessible at all times.

5.4 Stallholders selling food or beverages must comply with all local health regulations and must obtain and display all necessary permits or registrations.

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## **6. Risk and Liability**

6.1 Stallholders participate in the market at their own risk and shall indemnify and hold harmless Creative Assembly Co, its staff, volunteers, and affiliates against any claim, loss, damage, liability, or injury arising from their participation.

## **7. Weather and Cancellation Policy**

7.1 The market is an all-weather event, and stallholders are expected to trade in varying conditions.

7.2 In the event of severe weather or circumstances beyond our control, Creative Assembly Co reserves the right to cancel the market.

7.3 In the event that the market is cancelled, stallholders will receive a 75% refund of the stall fee paid.