



Keppel Coast Arts Council Inc PO BOX 1851 Yeppoon Q 4703

FIGTREE CREEK STALLHOLDER GUIDELINES (Feb 2009)

The Figtree Creek Markets, run on the first Sunday of every month, are coordinated by the Keppel Coast Arts Council Inc; a not-for-profit community arts organisation. The Keppel Coast branch of the Queensland Arts Council is run entirely by energetic volunteers and has been operating on the Capricorn Coast since 1993.

Monthly revenue from stalls assist the Keppel Coast Arts Council with the market running costs, the promotion of local musical talent, and the funding of arts and cultural activities initiated and / or coordinated by the KCAC, such as music and performance shows, exhibitions, workshops and the annual Village Festival. Market stallholders are welcome to apply for a site at the Village Festival.

GUIDELINES

A. Policy:

1. The Figtree Creek Market prides itself on its dual policy of providing an outlet for original, quality goods that are 'Homemade, Homegrown, or Home-baked,' (with appropriate Council approval for food-handling permits/licenses), or 'Unique, Australian, and Unavailable through retail outlets'. The latter is subject to approval by the stallholder coordinator.
2. Therefore, the Figtree Creek Market does not allow the setting up, display or sale of second-hand goods, 'trash & treasure', imported goods, crafts or jewellery, or any goods bought and resold without any stallholder input.
3. The Keppel Coast Arts Council Inc as organiser of the market asks stallholders to meet these guidelines.

B. Operations:

4. The market operates on the first Sunday of each month, between 9am and 1pm. Stallholders need to be onsite by 8am, with vehicles off site by 8.30 am, and ready to operate by 9am. Stalls will remain operational until 1pm when vehicles can return to the market grounds for reloading.

5. Pre-paying stall fees ensures that permanent stallholders retain the same allocated site each market. New or casual stallholders need to confer with the coordinator re' their assigned site before setting up.
6. Pre-paid stallholders must contact the coordinator PRIOR to market day if they wish to cancel their site booking in order to carry over their site fee to the next market. However, this does not include cancellation on the day owing to rain.
7. All vehicles, unless authorised by the coordinators, need to be removed from the market site and parked behind the Information Centre to maximize the numbers of public car parking spaces.
8. Stall size is a standard gazebo, with approximately 3 meter frontage, which needs to be positioned close to the neighbouring stall. Double sites are available if required.
9. Single stall fees cost \$20 per site and Double stall fees cost \$35.
10. KCAC provide rubbish bins on site for general customer use, however, stallholders are responsible for the removal and disposal of any rubbish that they may generate.
11. The market will not be cancelled in the event of rain, unless conditions are cyclonic. It is at the discretion of the stallholder to decide whether to participate on the day, however, pre-paid stall fees will not be reallocated as market expenses still need to be met on rainy days.
12. Finally, Stallholders (and Entertainers) are strongly advised to take out their own public and product liability insurance. KCAC organisers are not responsible for covering stallholders' insurance. In the event of any claim being made against a Stallholder, the Stallholder is liable.

***“The Figtree Creek market is coordinated by
Keppel Coast Arts Council,
Providing our local arts and craft community
An opportunity to show and sell their creative
wares.***

***Thank you for joining us!
We wish you all the very best in this venture!”***