

THE MAN FROM
30th

**SNOWY RIVER
BUSH FESTIVAL**

Corryong Australia

2025

**Market Stall Prospectus
Saturday 12th April**



R. M. WILLIAMS

EST. 1932, AUSTRALIA

10TH - 13TH APRIL 2025

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SNOWY RIVER
BUSH FESTIVAL
Caring for Australia



Phone: 0260761992 Official Website: www.bushfestival.com.au

Email: admin@bushfestival.com.au

Thank you for expressing an interest in joining us as one of our valued Market Stallholders.

The Prospectus details the information required for applying to run a Market Stall at the 2025 Man From Snowy River Bush Festival (the Festival).

The Festival provides sites to Market Stallholders who offer saleable goods in a professional style in a venue that is as unique and as interesting as the products they sell. We have very strict guidelines and regulations you must adhere to. We welcome Market Stallholders that strive for excellence in every aspect of their business.

If this is you, we welcome your application with open hearts.

NOTE - MFSR Market stall holders MUST ensure they have EFTPOS facilities available.

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Welcome to Man From Snowy River Bush Festival

Stalls form the heart of our Festival. Stalls create a warm and welcoming space where our guests choose to extend their Festival experience. Stalls are a creative expression in their own right and we love partnering with Market Stallholders that share the same desire to exceed expectations, produce goods or information of divine quality and share an understanding that every interaction counts.

Over the years we have found there is a direct link between the stalls aesthetic and their turnover. Stalls that provide feedback where they exceeded were those that took a lot of pride in their stalls presentation. This is one of the aspects our stalls selection considers when assessing your application so please join us in our pursuit of unlimited creativity.

The MFSR Bush Market Precinct is located in Attree Centre, Jardine Street, Corryong on Saturday 12th April.

MFSR Bush Market Precinct is an open-air venue for the promotion and sale of a wide variety of goods relating to the bush/craft market category.

Important Dates

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| | |
|---|---|
| Monday 16th September 2024 from 9am | General Food Stall Applications Open (via Website & Social Media) |
| Friday 11th October at 9pm | Food Stall Applications close |
| Thursday 31 st October | Successful Applicants at this date will be advised electronically |
| Once applicant has accepted | Invoices distributed to successful applicants electronically |
| Friday 8th November 2024 | Invoices to be paid in full by this date |

Stallholders must operate for the duration of their Event. Stallholders must commit to Market per our minimum required trading hours (see below).

Minimum required trading hours –

MFSR Bush Market Precinct (Attree Centre) – NOTE for Saturday ONLY

*Must be fully set up and ready for Safety Audit Saturday 12th April by 8am

| DAY | TRADING HOURS – OPEN | TRADING HOURS – CLOSE |
|---------------------------------|----------------------|-----------------------|
| Saturday 12 th April | 9.00am | 5.00pm |

Should the Stallholder fail to occupy the site by the date and time stated MFSR reserves the right to terminate the site agreement immediately by verbal or written notice.

Bump In and Out

Market Stallholders stalls must be fully set-up and operational within the minimum operating times stated above. Market Stallholder are to have their Safety Audit conducted prior to trade by the Market Event Manager.

Right to Veto: The Festival retains the right to enter your Market Stall anytime and remove any article, sign, picture or printed matter which, in our opinion, is either not eligible for display or is considered offensive.

Subletting

Market Stallholders can share part of their site with consent of the Festival (in writing) but Market Stallholders are not allowed to sublet the stall.

Market Stallholder fees (inc GST)

| MFSR Market Precinct (Attree Centre) | | |
|--------------------------------------|-----|-------|
| 3m x 3m (deep) | N/A | \$110 |
| 6m x 3m (deep) | N/A | \$220 |
| 9m x 3m (deep) | N/A | \$250 |
| 12m x 3m (deep) | N/A | \$300 |

Payment of Fees:

Upon being accepted by the Festival, an invoice will be generated and emailed to successful applicants via the email address provided on your application form.

Market Stallholders have until Friday 8th November 2024 to have invoiced paid in full Your application will not be secured if payment has not been received by this date.

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Leave No Trace:

You must leave your site the way you found it and be mindful of our goal to – leave no trace. Your site will be inspected once you leave the festival. It is important that your site is checked thoroughly before you depart for waste, tent pegs, materials etc.

LEAVE NO TRACE requires each Market Stallholder to remove all building materials and other infrastructure.

Cancelling your Market Stall

Any Stallholder who cancels their application after acceptance MUST advise the Festival in writing. If you are unable to attend the Festival and must cancel your stall the following applies -

| Cancellation Policy | Percentage Retained by MFSR |
|--|-----------------------------|
| 6 th February 2025 – 6 th March 2025 | 50% of Total Site Fee |
| 7 th March 2023 – 14 th March 2025 | 75% of Total Site Fee |

Cancellations after 14th March will not be refunded. An option to rollover stall fees may be negotiated

MFSR Liability:

The Stallholder occupies the site at their own risk. MFSR is not liable to the stallholder and the Stallholder releases MFSR from any breach of contract or duty of care. The Stallholder acknowledges MFSR is not responsible for and releases and discharges MFSR from any direct, indirect or inconsequential loss or expense suffered by the Stallholder and any third party, howsoever caused from the use and occupation of the site (or the inability to use or occupy the site) including breach of statutory or common law warranties and negligence. The Stallholder agrees to indemnify MFSR, its staff, volunteers, contractors and board members from and against all liability and losses (including costs on a full indemnity basis) which may be incurred by the Stallholder as a result of the use and occupation of the land and any resulting action or court proceedings including any claim made by a third party. Further, the Stallholder shall be responsible for and indemnifies MFSR against –

- Any pollution or environmental harm caused by the Stallholder to the site or to MFSR property;
- Any costs or orders issued by any authorised statutory body in respect to the investigation, clean up or remediation in relation to the site to MFSR property by reason of the Stallholder use or occupation of the site or MFSR property.

MFSR will not be liable nor deemed to be liable to the Stallholder (and the Stallholder releases MFSR in full) due to cancellation, postponement or delay in holding MFSR as a result of strikes and/or lockouts (whether of their own employees or those of others and whether or not the party against whom such action is taken could have avoided the same by acceding to the demands of the employees responsible for such action), acts of God, war, fire, flood, embargo, litigation, acts of government or any agency instrumentality or political subdivision thereof or any other cause beyond the control of MFSR.

Demonstrations & Clinics:

MFSR must approve all demonstrations and/or clinics occurring at your site prior to the commencement of the Festival. MFSR reserves the right to refuse any demonstrations/clinics.

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Fires:

Fires are not permitted in any Market site.

Hay Bales:

Small weed-free hay bales are permitted on any Market site to enhance the display. Stallholders are responsible for supplying and maintenance within the allocated site for the duration of the Festival. Hay bales must be removed and the site left clear of debris at the completion of the Festival.

Requirements for Market Stalls:

Every Market Stallholder will need to submit a proposed Stall Layout Plan for assessment. All persons engaged in the sale of Market goods shall –

- Wear clean and appropriate clothing
- Ensure they keep themselves and their work area clean

Ensure hands are cleaned, before commencing or resuming work and after visiting a sanitary convenience, smoking, handling garbage, handkerchief or nasal tissue

The Stallholder acknowledges that the Occupational Health and Safety Act, associated Acts and Regulations impose obligations on the Stallholder in respect of the creation and maintenance of a safe environment for both employees and visitors. The Stallholder warrants that any materials, goods, plant and/or products offered for sale or otherwise display on the site is fit for use in any workplace and must be free of any faults and a standard necessary to comply with the Acts and Regulations.

Stall Construction:

All tents/marquees must be commercial/heavy duty standard. The Festival may experience changeable weather conditions including storms and high winds.

Weights/Pegs

Stalls are required to have adequate weights on the legs to support the structure during storms and high winds and that corners are securely pegged. Stallholders must consult with the Event Manager onsite prior to pegging into the ground to ensure that underground infrastructure is not damaged. If approval is not sought prior,

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any costs associated with damage to services will be the responsibility of the stallholder. Safety Tags are compulsory to be used on ALL tent/marquee/awning pegs to ensure they are easily sighted and safely removed from your site at the end of the Festival. To assist Market Stallholder to comply the Festival makes these freely available to be ordered during the online application process.

Preferred Supplier (Marquee Hire)

The Festival uses Barlens Event Hire for all event infrastructure. Marquees, table, chairs, lighting, flooring can be hired directly from Barlens Event Hire.

Use Gas Equipment on Site:

Any gas bottles used as part of a Market Stall must adhere to and comply with all relevant Australian Standards. Failure to do so may result in eviction.

Electricity and Power Requirements:

Market Stall applicants must supply their own power supply. NOTE – MFSR Market Stallholders who provide their own generator must ensure it is silent or power your own site via solar power/batteries etc for the duration of the Festival.

Tampering with generators or solar panels may result in site eviction.

Stall Allocation:

Ensure you provide all the required documentation with your online application.

Applications will not be accepted without the provision of all required documentation including Proposed Stall Layout Plan (refer Appendix A).

Be aware that the position of sites is not guaranteed. Allocation is subject to factors such as sponsorship requirements, size of stalls, access needs, etc. Any Market Stallholder who does not comply will be asked to leave and this may affect future applications to the Festival.

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The Festival reserves the right to decline any Market Stallholder who does not comply with the theme, goodwill or code of conduct of the Festival – at their discretion.

Stall placement and overall layout of the site is at the discretion of the Festival in consultation with the Event Manager having consideration of your site requirements.

Once you have been allocated your stall, Market Stallholders must be mindful of not encroaching onto walkways with information boards, displays of goods for access and safety reasons. Ensure there are no trip or potential hazards.

When deciding what stall size you require ensure you include provision for all ropes and awning to fit within your site.

Telephones/Internet Access:

Corryong has access to 5G Network.

Amplified Music/Sound in Stalls:

The use of amplified music and loudspeakers/microphones is prohibited. We reserve the right to reduce the volume and/or turn off. No PA spruiking permitted.

Suggestions/Grievances/Complaints:

Each problem or idea is handled on a case-by-case basis. Please approach the Event Manager first to help solve any concerns. If you want to make an official complaint/grievance or a suggestion about the Festival email admin@bushfestival.com.au

Code of Conduct: Under no circumstances will any parties tolerate abuse, acts of violence, threats of violence and/or aggression behaviour. MFSR will directly contact any such person/s acting in this manner and appropriate action will be taken if deemed necessary. This action may result in the party being asked to leave the site or removed from the site by the Police.

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Safety at the Festival:

We are serious about your safety and that of our patrons. All Market Stallholders need to have and operate according to their own Event Safe Plan. The Festival will operate in compliance with all Covid restrictions applicable at the time of the Event.

Enclosed shoes must be worn at all times when the site is under construction/dismantling and during service.

COVID-19 - Advice for food businesses on general health and hygiene

The best ways to prevent the community spread of coronavirus disease (COVID-19) is for everyone to maintain effective hygiene and follow current Victorian Regulations at the time of the festival. Take all practicable steps to prevent contamination of your operating environment.

Effective hygiene

Maintaining effective hygiene includes:

- regular handwashing
- cleaning and sanitising facilities and equipment
- maintaining strict requirements around worker health and hygiene

Cleaning and sanitising

We advise you to review your cleaning and sanitising practices to ensure general surfaces are also cleaned frequently and effectively. These include:

- glass touchscreens and cash registers/EFTPOS facilities
- other high-touch areas.

Check if you're covering the Australian Government Guidelines for routine environmental cleaning on the [Department of Health website](#). You should add anything to your standard procedures for cleaning and disinfection of your business premises if necessary.

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Employee health and hygiene

DO NOT attend the Festival if you or your staff are unwell. Maintain good personal hygiene including regular handwashing. Employees showing symptoms of COVID-19 must not attend work. Symptoms include fever, coughing, sore throat, fatigue, and shortness of breath. We recommend you review the health of all employees daily. Food handlers who know or suspect they are unwell with COVID-19 or other illness must report this to their supervisor.

You must exclude unwell food handlers entirely. This exclusion must be until they are professionally deemed safe to return to work, with guidance from health authorities.



Stallholder Acceptance/Decline of Application Process:

Applications are subject to any or all of the following considerations as to whether a vendor application is accepted or declined.

- Space availability – we determine how many vendors we can accommodate being mindful of the limitations of the Festival due to space available.
- Suitability of your stall for our Festival – or whether there may be duplicates of this type of stall/product
- Compliance with The Man From Snowy River Bush Festival Stallholder Prospectus
- Presentation of Vendors Stall – that is bright, fresh, clean and attractive in presentation
- Returning Stallholder Applications – are subject to terms and conditions outlined within the Prospectus, acceptance is based on our assessment of stallholder's compliance from previous years
- Evaluation of stallholder behaviour considered on their conduct prior to, during and after the past Festival/s
- Following consultation and feedback from our Event Manager and administrative support staff, it may be simply a change of provider, products, food line etc for that year to maintain fresh and new product lines

Application Checklist:

1. Read and understand the Market Stallholder Prospectus.
2. Decide whether you can comply with our terms and conditions and can afford to attend
3. Compile all the required documentations ready to upload as part of the online application process
 - Digital image of your Market or products
 - Digital image of your stall set-up
 - Printed, sketched and scanned your Proposed Stall Layout Plan
 - Scanned your current Public Liability Insurance Certificate

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4. Now fill in the application form online
5. Upload all relevant information
6. Submit
7. Be patient whilst we go through all the applications
5. Upload all relevant information
6. Submit
7. Be patient whilst we go through all the applications

