Christmas Markets GC

4pm – 10pm
18-20 DECEMBER

WHY CHRISTMAS MARKETS GC?

- Successfully running since 2013 with a strong following and high attendance rates.

- Extensive marketing plan includes large digital billboards, radio advertising, social media, online event calendars & more.

- Limited selection of vendors for quality and variety.

- Children's rides, entertainment, Christmas decorations, lighting and large inflatables to attract attendees.

As seen on the Gold Coast News!!!

Food Vendor Information:

- 3m x 3m food vendor sites - $450 for 3 nights ($600 after Oct 30)
- 6m x 3m food vendor sites - $750 for 3 nights ($900 after Oct 30)

*Electricity additional

Stallholder information:

- 3m x 3m stall site – $240 for 3 nights ($270 after Oct 30)
- 3m x 3m stall site FRIDAY – $80 ($90 after Oct 30)
- 3m x 3m stall site SATURDAY - $90 ($100 after Oct 30)
- 3m x 3m stall site SUNDAY - $70 ($80 after Oct 30)
- Electricity $15 per night

Secure your site at the Gold Coast's flagship Christmas Market

Sites are limited ~ APPLY NOW!

Stallholder and Food Vendor Quick guide:

- Approved applicants will be notified via email.
- Add christmasmarketsgc@gmail.com to your contacts
- Approvals for stallholders within 2weeks
- Approvals for food vendors up to 4 weeks
- Pay within 7 days to secure your site!
- Stallholders must donate a product to the Giant Raffle
- Food vendors must donate 3 volunteer meals per day
- Vendors may remain set up for all three nights.
- Overnight security is provided
- No refunds once payment is made
- We trade rain or shine – be prepared!
- Best dressed stall WINS 50% refund
- Pegs allowed at this venue!
- All electrical leads MUST be tested and tagged
- All vendors need public liability insurance

PLEASE READ THE FULL TERMS & CONDITIONS BELOW

Stallholder and Food Vendor Terms & conditions:

Applications

- Applications are made via the website and will be approved within 2 weeks for stallholders and up to 4 weeks for food vendors. Approved applicants will be given access to the Stallholder Login page on the website where payment can be made.

- Payment MUST be made **within 7 days** of application approval. If payment is not received within this timeframe, the approval will lapse and the site may be reallocated to another vendor.

- It is a condition of attending the markets that all stallholders agree to donate a product (valued at $5 per day of attendance) to the Christmas Markets GC Christmas hamper raffles. Failure to provide the product will lead to the stallholder's exclusion from the markets. Food vendors are required to provide a minimum of 3 meals to volunteers per day.

Stall presentation

Stallholders and food vendors are encouraged to decorate their stalls with Christmas drapery, ornaments, decorations, solar-powered lighting and festive figures.
Best dressed stall wins a 50% refund!

Stall Set up

- All stallholders are required to erect a pop-up marquee which is no larger than 3m x 3m unless otherwise arranged with the event manager. All products must be contained within your 3m x 3m site. No stands or signs are to be in the pathways.

- All structures must be of sturdy construction and commercial quality.

- Stallholders and food vendors are required to bring all equipment including sandbags or weights, side walls if required, tables and chairs, table cloths that reach the floor and display equipment.

- Stalls may remain set up over the three days and security will be provided although no responsibility for loss or damage will be taken by the event organiser.

Trading

- Stallholders and food vendors will be given more detailed instructions regarding bump in and bump out procedures closer to the event.

- As the Christmas Markets GC is being held in a public park it is imperative that traders strictly adhere to these instructions. For the safety of the public and other traders, access to the markets may be refused in the case of non-compliance.

- In consideration of local residents, stallholders and food vendor are asked to minimise any noise during bump in and out.

- Spruiking is not allowed as it can disrupt the experience for your fellow stallholders.

- **Stalls must be set up and ready for inspection by 3:30pm** and must remain until closing time.

- Trading times are from 4pm until 10pm. Vendors may start packing up after 9:30pm.

- **No early departures will be allowed**. No exceptions!

Electricity

- It is a requirement of the Electrical Safety Regulation 2002 Part 5 Division 5 that all electrical leads are ***tested and tagged*** by a competent person (an electrician) every year for double insulated electrical appliances and every 6 months for not double insulated.

- Severe penalties are imposed for non-compliance of the Act and any leads that do not comply will be confiscated and returned at the end of the night for safety purposes.

- **Leads will be inspected** throughout the event and it is recommended that stallholders
check all electrical equipment and leads before arriving at the market area.

- The Act also stipulates that double adaptors or piggyback plugs are not to be used at any time. **Power boards are acceptable**.

- All food vendors and stallholders requiring electricity must bring a minimum of 30m length extension lead.

- Only those stallholders and food vendors who have stated a need and paid for electricity will have access to power.

- A maximum of one power point will be available per vendor.

- Stallholders with high power needs (e.g. Cooking or refrigeration) should use an 'earth leakage protection device'.

- It is essential that **extension leads do not cause a trip hazard** to the public. Excess cords must be coiled safely within the stall and not accessible to the public.

- Exposed cords running between stalls must be either covered with mats or taped with waterproof tape. Stallholders/food vendors MUST come prepared with this equipment. No leads are to be strung between the trees. All leads must follow the electricity map provided prior to the event.

- Stallholders/food vendors who do not comply with the conditions above will have power withdrawn immediately without notice to maintain public safety.

Products

- Christmas Markets GC encourages all stallholders and food vendors to provide Christmas themed products at the markets.

- Products that are not Christmas items should have Christmas price tag, ribbons, stickers or decorations.

- If you have any concerns about your products please contact the event organiser via email. Christmas gifts, gourmet foods and seasonal treats are all welcome.

- Products must not be offensive, inappropriate for a family event or illegal.

- Organisers reserve the right to withdraw approval for products that contravene the above directive or reject applications if products are unsuitable.

- All products for sale at the Christmas Markets GC must be of high quality and safe for use. All food items must be labelled according to the Queensland Health Department standards.

Traffic

- Food vendors must comply with any and all instructions provided to them by the event manager, event staff and/or volunteers.

- The maximum **driving speed is 5km/hr** and must not be exceeded at any time.

- Food vendors **must be walked in and out** by event staff/volunteers.

- **Hazard lights** must be used at all times whilst moving through the markets.

- Stallholders and food vendors are expected to drive responsibly when leaving the markets. Further information about parking will be provided closer to the event.

- Stallholders will need to trolley stock and equipment to their site.

Waste

- All vendors must dispose of their rubbish away from the event. **Park rubbish bins are for the use of visitors only**

- Stallholders are responsible for leaving their site clean, tidy and free from rubbish. A **cleaning fee of $100** WILL APPLY for each day the site is not left clean.

Weather

- Christmas Markets GC will run rain or shine. Please do not apply if you are not prepared to trade in all weather conditions.
- Stallholders should ensure they bring the relevant protective cover/measures in case of bad weather.
- The event manager will not be held responsible for any loss or damage due to bad weather.

Promotion

- The Christmas Markets GC reserves the right to advertise or promote the stallholder for promotional purposes. The stallholder consents to the CMGC taking and using photos that may contain the stallholder's image or that of their products.
- Stallholders and Food Vendors are expected **to promote the Christmas Markets GC at least three (3) times** in the month leading up to the market using the provided materials.
- Vendors are expected to communicate respectfully and responsibly about the event, the organisers and volunteers. Deliberately false, threatening or seriously inappropriate conduct may result in exclusion from the event and may be referred to the appropriate authorities where necessary.

Insurance

- The Christmas Markets GC has public liability of $20 million for the event. It is a condition of participating at the markets that all stallholders and food vendors provide a copy of their public liability insurance for at least $10 million to the event manager prior to trading.
- Product insurance is also required if the Stallholder offers for sale any of the following products or services:
  -Second hand electrical goods and toys
  -Cosmetics and beauty products
  -Medicines, Potions, Oils, Fragrances and Soaps
  -Massage, manipulation of muscle, chiropractic or similar

-Hot Food

- All food vendors must supply a copy of their licence to the event organisers and display the licence whilst trading. If a licence is not required, stallholders and food vendors still have a responsibility to comply with the Food Standards Code. Failure to provide the required documents will result in exclusion from the markets.Food Standards Code

General

- Inappropriate or aggressive behaviour will not be tolerated from stallholders, food vendors or the general public. The Christmas Spirit Group would appreciate the assistance of stallholders and food vendors with this matter by reporting any incidents to the event manager immediately.

- Any threatening or aggressive behaviour toward volunteers will not be tolerated and the stallholder or food vendor will be asked to leave.

- All payments are full and final. **No refunds** will be given under any circumstances except where required by law.

- **By clicking the "PAY NOW" button when paying for the site, traders agree to abide by these guidelines.**

- Failure to abide by these guidelines may lead to exclusion from the event.

- The event organiser reserves the right to make amendments to these guidelines as necessary. Stallholders and food vendors will be notified of any changes via email.

We look forward to a very merry Christmas market with you!