



## **Stall Holder Information**

### **Where is the market?**

Holy Trinity Cathedral, corner Ovens - Docker Street, Wangaratta.

Holy Trinity Cathedral is closed off on Sunday for the use of the Market and the Holy Trinity Cathedral Service.

Due to unforeseen bad weather the market coordinator has the right to change the location without consulting the stall holders, who would be then be informed via telephone.

### **What types of products are sold at this market?**

The Sunday Market brings to Wangaratta a variety of both local and regional stalls offering quality products, the freshest gourmet foods and home grown produce, along with unique treats, gifts and trinkets which will ensure there is something for everyone.

### **When is bump in/bump out?**

5.30 am - Bump in.

8 am - All vehicles must be removed from the market area.

3.30 pm - Market finishes, stall holder must not pack up prior to this time.

5 pm - All stalls must be empty and tidy.

Upon arrival a market volunteer will direct stall holders to their site and discuss parking options. Please treat these people with respect as they are volunteering their time to assist in the success of the day. No discussion about site allocation will be entered into on the day.

### **Where can stall holder's park?**

Parking is available throughout the town, with no parking available within the closed market area.

### **What do stall holders need to bring?**

- Market stall holders need to bring their own marquee or umbrella, table & chairs along with weights to ensure their structure is sturdy and stable.
- Back to Back sites - Some of the stalls are back to back so if you have been allocated one of these stalls, you may like to bring something to separate you from the person behind.
- No Pegs please - Sites are on grass and due to irrigation in the park, no pegs are to be used, you will be required to bring sandbags to secure your marquee.
- Please leave your site clean – take your rubbish home

### **What happens if it rains?**

Wangaratta Festival of Jazz Sunday Market is an open air market that trades in all weather, please come prepared!

**Waste Management:**

There are both normal waste and recycle bins distributed within the park however for bulky items please take them with you, you brought it you can take it.

**What paperwork do stall holders need to supply?**

- All stallholders must supply a current copy of their Public Liability Insurance with their application;
- If you are a food stallholder please ensure you have registered your attendance with the Rural City of Wangaratta;
- If you have anything with a naked flame e.g. BBQ or fridge, will need to complete two CFA permits, Section 14 and 40, and a Gas Safety Checklist. These need to be submitted to the market coordinator prior to the day.

**Facilities:**

Toilets are located in the middle of the Church grounds in Purbrick Hall, please look for directional signage & across the road in Docker Street at the Plaza.

**Will there be food/coffee available for stall holders at set up?**

An agreement has been made with a coffee supplier and food vendor to be open for trade early in the morning.

**Other Events:**

As this is a part of the Wangaratta Festival of Jazz there is a lot happening from the 3<sup>rd</sup> November - 5<sup>th</sup> November, for more detail please go to our website [www.wangarattajazz.com](http://www.wangarattajazz.com)

**Contacts:**

For queries prior to the market please contact Jodie via email [market@wangarattajazz.com](mailto:market@wangarattajazz.com)