



MUDGEE MAKERS' MARKET CHARTER

WHEN	Saturdays of Easter, June & October long weekends, plus, a Christmas Market
WHERE	At Robertson Park, Market St. Mudgee NSW
TIMES	8.30 am – 12.30 pm
CONTACT	Market Manager – Julie Watt farmersmarket@mudgeefinefoods.com.au 0412 222 442 PO Box 794, MUDGEE NSW 2850

1. WHAT IS THE MUDGEE FINE FOODS 'MAKERS' MARKET'?

A Makers' Market brings together the regular food and beverage stallholders of the Mudgee Farmer's Market plus local artists and crafts people. It is a market where food, crafts, beverages and arts unite to showcase the region's diversity and creativity as well as provide customers a friendly haven of unique discoveries.

The Makers' Market offers the community and visitors an opportunity to purchase fresh, locally grown foods, plants and value-added produce directly from the grower or maker. It also includes art and jewellery, beautifully crafted goods to wear or for use around the home. It gives these local producers the opportunity to meet and talk directly with their customers in a cost-effective market environment.

2. WHO RUNS THE MUDGEE MAKERS' MARKETS?

The Mudgee Makers' Market is run by Mudgee Fine Foods Incorporated (MFFI), a not-for-profit organisation which was launched in June 2005 to increase awareness of the local food industry.

3. ELIGIBILITY OF STALL HOLDERS

1. The Makers' Market is open to all approved producers, artisans and craftspeople from the Central West of NSW, provided they comply with this Charter and have crafted, produced or created the goods themselves. Mudgee Farmers' Market stallholders are automatically accepted as a part of the Makers' Market.

2. Applications from non-members will be assessed and considered by the MFFI Committee on:-
 - a) Compliance with this Charter
 - b) Integrity of production
 - c) Overall stallholder numbers.

3. Existing stallholders from outside the boundary are granted 'Grandfather status' which will continue unless:-
 - a) The stallholder ceased to attend
 - b) In the opinion of the Committee attendance becomes too sparse or erratic
 - c) It is revoked, in which case it cannot be renewed but entry could still be assessed as above.

4. All produce, craft and art must be sold by the producer, family member, farm colleague or, at the discretion of the Market Manager, an employee. This means the principal producer or a representative who is **directly involved in the production process** is required to attend.

5. **All reselling is strictly prohibited.**

6. MFFI has the right to refuse a stall holder or prohibit a stallholder from setting up, or require them to leave if they do not comply with this charter.

The Market Manager will notify all Full Members and Associate Makers' Members of a market approximately 6 - 4 weeks in advance of each market. This will be followed by notification to non-members a few days later.

All stallholders are required to register their intention to attend.

Members of MFFI will be given preference for acceptance, entry and stall location. It is strongly recommended that stallholders advise the Market Manager ASAP after notification as these markets **usually book out quickly.**

4. MEMBERSHIP

It is recommended that regular stallholders become Associate Makers' Members of MFFI. These members of MFFI receive priority booking, a reduction in stall fees and a say in the promotion of, and marketing opportunities for, their product. Membership forms are available at the Market or from the MFFI website www.mudgeefinefoods.com.au

MFFI Associate Makers' Membership is available to craft and art stallholders for \$40 per annum allowing them to attend the 4 Makers' Market which is a discount off the normal rate of \$15.

5. WHAT CAN BE SOLD?

1. GOODS:-
 - A. Fresh food items, beverages, valued added food items, arts, handmade clothes, photography and crafted goods.
 - B. Hot and cold food and drinks of the highest quality and utilising local produce. If not grown by the seller, then preferably from other stallholders.
 - C. Food stalls that are not existing stallholders in the Mudgee Farmers Market are required to comply with the relevant section of the Mudgee Farmers Market Charter (part 5 What can be sold?)

2. STALL IDENTITY

Stalls should be clearly identified and named. We encourage evidence of production authenticity, e.g. signs, photos, etc.

3. PACKAGING & LABELLING

All products sold are to be packaged and labelled according to appropriate Government regulations and is the responsibility of the stallholder. Goods not correctly labelled will not be allowed to be displayed or sold.

4. WASTE FOOTPRINT

Stallholders are required to consider the environment when presenting and displaying products. All food served as a meal must use accredited, readily compostable containers suitable for disposal through our Organics bin system – the Lime Green lidded bin. Drink suppliers preferably must use compostable drink containers (or at the very least fully recyclable containers).

5. All stallholders are **required to separate out any and all waste products** into the correct waste streams. We have two accessible 'Bin Banks' set up for this purpose comprising of Organics (Lime Green), clean Paper & Cardboard (Blue), Tins & Plastics (Yellow) and as a last resort Landfill (Red)

6. SETTING UP MARKET ON MARKET DAY

1. Stallholders must be set up and ready to trade before the advertised starting time of 8.30 am. Stalls **must not pack up before the end of advertised trading – 12.30pm**, unless with the permission of the Market Manager in exceptional circumstances.
2. For setting up vehicle offloading is from Market Street and Lovejoy Sts. Please use solid paths for entry. No vehicles are permitted in the park.
3. **Vehicles must be parked in Lovejoy St immediately after unloading.** You are asked to be particularly careful of the bus zone in Market St which is operational at all times.
4. Marquees or gazebos must be secured **before you set up** your tables and displays. It is **COMPULSORY** for all gazebos and marquees to be weighed down (no pegs permitted) on all four legs. Ground sheets must cover at least the footprint of the gazebo/structure, this is to protect the ground from accidental spillages, protecting the integrity of the park.
5. All power users must have their leads and equipment tested and tagged annually in compliance with Safe Work Australia guidelines.
6. All power cords crossing walkways or paths **must be covered with a tapered edge mat** and/or taped to the path. All connections must be covered with a weatherproof extension cord safety cover.
7. Stallholders cooking or using heat must carry a fire blanket and be familiar with fire safety provisions in the venue.
8. On market day the Market Manager has the authority to uphold the charter and require any items in breach of this charter be withdrawn from sale or any non-compliant stalls,

requested to leave.

9. **MFFI does not guarantee regular stall sites. Regular sites will only be kept until 7.30am, after that time the Market Manager reserves the right to re-allocate that site unless prior arrangements have been made.**

7. STALLHOLDER GENERAL RESPONSIBILITIES

1. All stall holders must provide the Market Manager a completed and signed Stallholder Application Form.
2. Stallholders must either:-
 - Hold \$10m public liability insurance. Proof of currency must be provided to the Market Manager prior to attendance at the Market; or
 - Pay a nominal amount (\$5) for coverage by MFFI Public Liability Insurance.
3. A raffle is held at each Market to help cover the costs associated with providing staff, music, signage etc. and to help keep stall fees to a **minimum**. All stallholders are expected to contribute a small item indicative of their produce.
4. On market day you are responsible for bringing all your own equipment and must leave your site and communal areas clean and tidy when packed up.
5. The Market Manager, in consultation with the MFFI Committee, has the right to withdraw an invitation to any stallholder, patron or market volunteer who:-
 - Does not comply with the stated objectives
 - Damages the reputation of, or brings the market into, disrepute.
6. Any suggestions or requests should be made in writing to MFFI. See website or this document for contact details.

8. FEES.

As at January 2019 fees for the Makers' Market are:-

- Members of MFFI \$50 with insurance \$55 without insurance (limited number)
- Non-members \$65 with insurance \$70 without insurance (limited number)
- Those using power have a \$5 levy added to their fees.
- Fees not paid by the invoice due date incur a \$5 late fee.

Invoices are emailed upon registration and are payable by electronic transfer by the due date. If payment is not received by the due date, stalls will be reallocated and offered to those on the Wait List.

Finalised on 11th February 2020 at MFFI Committee Meeting



MUDGEE MAKERS' MARKET CHARTER ACCEPTANCE

I have read the Mudgee Makers' Market Charter and agree to abide by the terms and conditions as stated.

STALL NAME

NAME/S

SIGNED:

.....

DATE:

www.mudgeefinefoods.com.au