



MUDGEE MAKERS' MARKET CHARTER

WHEN:	Ten (10) Makers' Markets held each month between March and December (inclusive) each year, please refer to Events Calendar for actual dates.
WHERE:	At Robertson Park, 97A Market Street MUDGEE NSW 2850
TIME:	8.30 am – 12.30 pm
CONTACT:	Market Manager – Julie Watt
E:	farmersmarket@mudgeefinefoods.com.au
M:	0412 222 442
A:	PO Box 794, MUDGEE NSW 2850

1. WHAT IS A MUDGEE FINE FOODS inc. MAKERS' MARKET?

A Makers' Market brings together the regular food and beverage stallholders of the Mudgee Farmers' Markets plus an invitation to the local artists and makers. It is a market where food, crafts and art unite to showcase the region's diversity and creativity as well as provide customers with a friendly haven of unique discoveries. It provides these local producers the opportunity to meet and talk directly with their customers in a cost-effective, well run market environment.

2. WHO RUNS THE MUDGEE MAKERS' MARKETS?

The Mudgee Makers' Market is run by the committee of Mudgee Fine Foods Incorporated (MFFI). It is a non-profit organisation launched in June 2005 to increase awareness of our local food industry and to promote the Mudgee region in conjunction with the Mudgee Wine Association and Mudgee Regional Tourism Inc.

3. ELIGIBILITY OF STALL HOLDERS

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

2. Applications from those outside the area 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 continues 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 craft, art and produce must be sold by the producer or family member or at the discretion of the Market Manager, an employee. This means the principal producer or representative who is directly involved in the production process is required to attend.

5. ALL RESELLING IS ABSOLUTELY 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.

7. All stallholders will be advised by the Market Manager approximately two weeks before the next market and **ALL stallholders must advise if they can or can't attend** that market. Repeated failure to communicate will result in a change of status to Non-Active and they will no longer receive notifications.

4. MEMBERSHIP

It is recommended that regular stallholders become Artist/Makers' Members of MFFI. These members receive a reduction in stall fees, priority booking along with promotion and marketing opportunities for your product. You also have the right to attend Committee Meetings. Please advise the Market Manager if you are interested in becoming a member.

MFFI Artist/Makers' Membership is available to art and craft stallholders for \$100 per annum (or pro rata) allowing them to attend ten (10) Makers' Markets at a discount.

5. WHAT CAN BE SOLD and STALL IDENTITY

1. GOODS

Arts, handmade clothes, photography, timber and woven goods, crafted goods in all formats as long as it has been predominately made by the stallholder. For example applying a decal to an existing product is not considered 'creating' a new product.

2. STALL IDENTITY

Stalls should be clearly identified and named. We encourage stall decoration to enhance the market atmosphere. **All stall sites are 3 x 3 meters in size.**

3. PACKAGING & LABELLING

All food 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 as it reflects poorly on the market..

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 lid bin.
- Beverage suppliers must use either compostable, plant-based cups or as a second choice fully recyclable container.
- No plastic carry bags are allowed. Please use paper or reusable fabric bags.
- All stallholders are required to separate out any and all waste products into the correct waste streams.

We have two Bin Banks set up for this purpose.

- ✓ Organics – Lime Green – for all soiled paper, food scraps, paper straws, greenery and products that will compost down.
- ✓ Recycling Containers – Yellow – for all bottles, aluminium cans and recyclable plastics. Not plastic film.
- ✓ Paper + Cardboard – Blue – clean paper and cardboard only.
- ✓ Rubbish – Red – all landfill items.

6. SETTING UP ON MARKET DAY

1. Stallholders must be set up and be ready to trade before 8.30 am.
2. Stalls **must not pack up before the end of advertised trading time of 12.30 pm**, unless with the permission of the Market Manager and in exceptional circumstances.
3. For setting up, vehicle access is via Market Street and Lovejoy Streets. Please use solid paths only for trolley traffic – NOT the grass, this is to protect the grounds. NO vehicles are permitted to drive or park anywhere in the park.
4. **Vehicles must be parked either in Lovejoy Street or Council Carpark (off Market Street) immediately after unloading.** Both areas have free all-day parking. This is to allow your customers to use Market, Douro and Perry Streets for parking. You are asked to be particularly careful of the bus zone in Market Street which is always in operation.
5. Marquee or gazebo must be **secured before you set up** your tables and displays. It is **COMPULSORY** for all gazebos and marquees to be weighed down on **ALL four legs**. Ground sheets must cover the footprint of your structure. This is to protect and preserve the grounds. **NO pegs** permitted anywhere on site.
6. All power users must have their leads and equipment tested and tagged annually in compliance with Safe Work Australia guidelines.
7. All power cords crossing walkways or paths **must be covered with a tapered edge mat** and connections covered with a weatherproof extension cord safety cover.
8. Anyone cooking or using heat on the day must carry a fire blanket and small fire extinguisher be familiar with fire safety provisions at the venue.

9. On market day the Market Manager has the right to uphold the charter and request that any items in breach be withdrawn from sale or any non-compliant stalls requested to leave.
10. **MFFI do not guarantee regular stall sites. Allocated sites will only be kept until 7.30 am, after that time the Market Manager reserves the right to reallocate that site unless prior arrangements have been made.**

7. STALLHOLDER GENERAL RESPONSIBILITIES

1. All stall holders must provide the Market Manager with a completed and signed Stallholder Application Form AND a signed copy of this Makers' Market Charter prior to attendance.
2. All stallholders must either:
 - Hold \$10 million public liability insurance. Proof of currency must be provided to the Market Manager upon application and prior to attendance, OR
 - Pay a nominal amount for coverage by MFFI Public Liability Insurance.
3. A raffle is held at each Makers' Market to help cover the running costs associated to with market staff, signage, social media, music and to ensure stall fees are kept to a minimum. All stallholders are expected to contribute goods around the \$10 - \$15 retail value from their stall. This is a great way to advertise the variety and breath of products available at the markets. Often customers ask where a particular product's stall is located
4. On market day you are responsible for bringing all your own equipment, including that specified above 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 invitation to any stallholder, patron or market volunteer who: -
 - Does not comply with the stated objectives
 - Damages the reputation of; or brings into disrepute.

8. CURRENT MAKERS' MARKET STALL FEES

MFFI Member + Insured	\$55
MFFI Member + Un-insured	\$65
Non-Member + Insured	\$70
Non-Member + Un-insured	\$80

- Sites approved for electricity will be charged an extra \$5 per market.
- Late fee of \$10 will apply to stall fees not received by the due date.

**MOST IMPORTANTLY WE ARE FUN, AUTHENTIC, COMMUNITY BASED MARKETS
AND YOU WILL MAKE MANY, MANY NEW FRIENDS!**



**MUDGEE MAKERS' MARKET
CHARTER ACCEPTANCE**

I have read the MFFI Mudgee Makers' Market Charter and I/we agree to abide by the Terms and Conditions as stated herein.

On behalf of (STALL NAME)

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NAME/S: (please print)

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DATE:

SIGNED:

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