



Torquay Cowrie Market - Terms and Conditions

The Torquay Cowrie Market is focused on supporting local artists and makers. We aim to be a plastic-free, environmentally friendly and fair trade market. We use Issimo Markets for bookings and market management.

Torquay Cowrie Market organisers reserve the right to refuse entry or impose loss of stall site for non-compliance of the following conditions.

REGULATIONS AND CONDITIONS OF TRADE

1. Stallholders must **book and pay ten days** prior to the market. You will be emailed your site number the day before the market. Your allocation is final and no changes will be made.
2. Should you choose not to attend a market, you **MUST** cancel by 5pm on the Thursday before the market. Refunds or credits are not given after this time. Your booking will be transferred to the following market unless we receive a written request for a refund.
3. In the event the market is canceled due to predicted high fire danger or bad weather conditions before the market, your booking will be transferred to the following market.
4. New stallholders must live within the G21 region, with stallholders based on the Surf Coast given preference. The G21 region includes Colac Otway Shire, Surf Coast Shire, City of Greater Geelong, Borough of Queenscliffe and Golden Plains Shire.
5. All goods should fall into at least one of the following categories: homemade, environmentally friendly and sustainable, homegrown, community group, self-designed/made, fair trade, food/beverage and health/wellness.

Stallholders who wish to add additional items or change products during the season, must seek written approval from the market organisers.

As we return to our roots as a makers' market, we are only accepting new artists and makers that do not on-sell ready-made new items.

6. Health and safety regulations relating to the sale of goods **MUST BE** adhered to. Please note this is your responsibility.
7. Stallholders must remove all of their own rubbish. **Bins provided are for customers only.**
8. Each standard site measures approximately 3 x 3m.
9. All stalls must remain open from 9.00am to 2.00pm.
Entry by stallholders must be before 8.00am and not prior to 6.30am.
Strictly **NO** vehicles moving on the market site between the hours of 8.30am and 2.15pm.

10. Paid car sites have space for strictly one car behind their site. All other vehicles must be removed by 8.30am. Note: cars parked off-site in a no-parking area risk being fined.
11. Stallholders must hold current Public Liability Insurance to cover at least \$10 million. Torquay Cowrie Market is unable to provide this.
12. Torquay Cowrie Market aims to be a plastic free event. Single-use plastic must NOT be used on items or as packaging. Compostable products must be compostable within the [Surf Coast Shire's](#) requirements.
13. Environmental weeds (as listed in the [Surf Coast Shire Council's](#) guidelines) must not be sold.
14. Stallholders are to provide their own tables and marquees. Marquees must be secured with screw-in pegs or weights to a minimum anchoring weight of at least 15kg per leg. The stall must be safe, neat, well-presented and visually pleasing. Ensure you keep the access pathways clear at all times. If market organisers deem the marquee to be unsafe, it will be asked to be taken down.
15. The market will be canceled on [Catastrophic and Extreme](#) fire danger days.
16. The market is held in the open with the risk of high winds. The market will continue on wet and windy days unless it is deemed unsafe to the public by the market organisers, land managers (GORCAPA) or other stakeholders such as the Surf Coast Shire, Police or CFA. If the forecast is unfavourable, you will be notified the night before or 6.00am at the latest on the day of the market. Monitor the Torquay Cowrie Market Facebook and Instagram pages for the most up to date information prior to the market. An email regarding cancellations will be sent out as soon as possible once the decision is made to cancel.
17. Stalls selling food and food products must register with '[Streatrader](#)' and comply with requirements set by the [Surf Coast Shire's Environmental Health Officer](#), which can be obtained by ringing (03) 5261 0600. Appropriate documentation must be supplied with the application. Stalls selling alcohol must have a Victorian Liquor Licence. These are your responsibility.
18. Gas and electrical safety guidelines must be adhered to and are your responsibility. Electrical equipment is to be tested and tagged, and gas bottles must be in date and stored in a safe ventilated area outside your marquee.
19. Traders using an open flame will also need a 'Permit 40' from the [Country Fire Authority](#) (CFA) to be able to trade on total fire ban days. This is to be provided at the start of the fire danger period.
20. Any bullying or harassment of Torquay Cowrie Market staff, volunteers, other stallholders or general public will not be tolerated and can result in the cancellation of your stall.
21. Your privacy is important and the Torquay Cowrie Market will not share your details without your permission.
22. The Torquay Cowrie Market is run by volunteers in the Surf Coast Arts Incorporated, a not-for-profit community organisation supporting art and artists in the region. Suggestions or grievances need to be in writing to the Torquay Cowrie Market organisers by email to hello@torquaycowriemarket.com.