



4<sup>th</sup> Saturday of each month  
(September-April)

Phone 03 5852 0000

Mobile 0488 525 230

Email: moonlitmarketkyabram@kclc.com.au

[www.facebook.com/moonlightmarketkyabram](http://www.facebook.com/moonlightmarketkyabram)

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## STALLHOLDER GUIDELINES Q&A

### Who can become a stallholder?

Moonlight Market Kyabram is a local boutique market that encourages makers and growers. We also allow ethical and fair-trade imports, good quality vintage and collectables. Anyone with a sense of fun and the following is very welcome:

- Preference is given to products and produce grown or made within 100km radius of Kyabram.
- Products or produce that are made or grown outside of 100km radius of Kyabram may be brought to Moonlight Market Kyabram if a local equivalent is not currently available.
- Good quality vintage and collectible items
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- We want the markets to be fair & sustainable for everybody, so if there are already a lot of people selling similar products, you may need to go on a standby list.
- Minimum \$20 million product and public liability insurance
- If you're still not sure please call KCLC on 58520000
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### How much is a stall and how big will it be?

3m Front \$35

6m Front \$55

9m Front \$66

Larger sites available upon request.

Powered sites incur an additional fee.

### When do I pay?

Within a week of receiving your **non-refundable invoice** to pay. Last payments accepted Friday prior to the market at the latest.

please note - once paid, the invoice is non-refundable. if stall holder cancels or is unable to attend, we would appreciate it if we could be advised of this.



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## Can I be casual or do a one off stall?

Yes as long as your stall complies with the other guidelines and does not compete with our regular local stallholders. Prices are the same but we are unable to give you a regular site location.

## Do I need insurance?

Yes. You need a minimum \$20,000,000 of product and public liability cover. Your insurance should note the interests of the following on your Certificate of Currency

- Moonlight Market Kyabram
- Campaspe Shire Council
- Kyabram Fauna Park

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## Are tents or tables provided?

Sorry unfortunately we don't have the room to carry spares.

## Are lights provided?

KCLC provides lighting through walk ways and main thoroughfares of the market. Stallholders are required to provide their own lighting if additional lights are required for your stall.

## Market Times & Parking

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- The market starts at 5pm and finishes at 9pm. We run every 4th Saturday of each month unless Christmas Day falls on a Saturday. Arrive between 4pm and 5pm.
- Usually, there will be someone at the reserve to show you where to go. If the gate is unattended, please call the contact number emailed to you for the weeks set up.
- You can only enter & exit via the designated entrances. Unload quickly and **BEFORE YOU SETUP MOVE YOUR CAR TO THE CARPARK.** This way the pathways are kept clear. **IT IS A CONDITION OF OUR MARKET AGREEMENT THAT WE LEAVE THE CLOSE PARKING FOR VISITORS.** At 9pm please pack up **BEFORE** you drive in.



## What about bad weather?

Moonlight Market Kyabram is an outdoor venue. Sometimes it is hot, cold, windy or wet! Mostly it is beautiful. We run in all weather unless it's dangerous. On the very rare occasions that we don't run we will post on our Facebook page (Moonlight Market Kyabram) and email [the vendors](#).

Stallholders **NEED TO DECIDE FOR THEMSELVES** if they want to brave the weather. If you choose not to come you do need to let us know.

## Food Vendors

These sites are in high demand and availability is restricted. All food vendors need to:

- Be registered with VIC Food Authority
- Have a Food Safety Supervisor Accreditation
- Have a Temporary Food Vendor license from Campaspe Shire Council
- Have \$20 million product and public liability insurance
- Have a stall set up that is compliant with Campaspe Shire Food Health requirements.

Just having the above doesn't mean you are guaranteed a site.

## Waste Policy

All stallholders are required to leave their site clean.

You are required to take any waste home (or to a suitable offsite recycling station) that is generated by the conducting of business by your market stall i.e. any commercial or personal waste generated during business activities. The bins provided are not for your trade waste.

This includes:

- All boxes, bags, coat hangers, and craft scraps.
- Any broken equipment i.e., chairs, umbrellas or marquees) must be removed from the site.
- Broken mirrors and glass must also be carefully removed (management must also be informed of the breakage, so we can make sure the area is clear of glass fragments).
- Cigarettes, price tags and broken zip ties must be taken with you.

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## Sustainable Packaging

We encourage stallholders to sell their produce in recyclable or compostable containers i.e. glass jars, recyclable plastic containers, paper bags or other compostable wrapping.

## How do I apply?

Complete the [Stallholder Application and Profile form](#). If you are successful, we will call you to make your first booking. KCLC on 58520000, or call 0488 525 230 if you have any questions.



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