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STALLHOLDERS RULES & REGULATIONS

1. The committee of the Palmerston & Rural Markets Association reserves the right to alter the position of any stall or site if necessary without notice.
2. Any stallholder who misses three (3) consecutive market nights without prior notice to the Co-ordinator loses all rights to that stall site.
3. Hours of operation are from 5.00pm to 9.00pm on Friday nights and all stalls must be operational by 5.00pm.
4. Sites are approximately 3 metres square and it is the responsibility of all stallholders to provide all materials and equipment necessary to suit the stall requirements.
5. Only a limited number of areas are available for direct selling from a trailer or light truck.
6. NO refund will be made to stallholders not wishing to participate due to inclement weather or any other reason.
7. Limited powered sites are available. Stallholders are to provide their own power boards and extension leads and must ensure that the regulations from the power and water authority are complied with for everyone's safety. Please note that all power outlets are shared and 15amp loading is the maximum permissible from any one outlet. **ALL ELECTRICAL LEADS MUST BE 2.5 METRES OFF THE GROUND AND DOUBLE ADAPTERS ARE NOT PERMISSIBLE FROM ANY OUTLET.** Stallholders shall be liable for any damage caused through faulty equipment. All power boards **MUST** be off the ground.
8. On payment, a site number will be allocated to the stallholder. This site number is personal to the stallholder and is not transferable without written permission from the Committee of the Palmerston and Rural Markets association and shall be displayed at all times. Should a stallholder no longer wish to attend the markets, please advise the Association in writing.
9. Any variations from the application e.g. change of ownership, selling additional food or drinks without permission etc. is subject to approval by the Committee. Applications for such changes must be made in writing to the Committee.
10. Any person wishing to sell food or drinks of any kind will be required to apply for a permit from the Department of Health. This permit must be attached when lodging the application form.

11. The premises where food is prepared for the markets, may be inspected at any time by Inspectors from the Department of Health and without warning. Under the Health Act any Inspector from the Department of Health can enter any premises where food is being prepared for Public Consumption.
12. Stallholders are required to leave their site area in a clean and tidy condition after each market. All foodstuffs and oil MUST be placed in the waste bin provided; anyone found throwing waste onto the car parking area or down any drain will receive a fine of \$250.00. All food and drink stalls MUST have approved ground sheets to prevent spillage in the Mall. Any food or drink stall causing staining to the Mall by oil or food spillage will be asked to clean immediately. Failing to do so the Association reserves the right to have the site cleaned and cleaning costs will be charged to the stallholder.
13. Vehicles connected with the carrying of goods etc., may only be driven onto the Mall for the purpose of setting up prior to 4.30pm and for the removal of goods etc., after 9.00pm. At all other times vehicles shall be parked in the parking area designated by the Association. Only Stallholders who sell from the back of their vehicles may park their vehicles on the edge of the Mall.
14. **FEES FOR THE HOT FOOD, DESSERT AND DRINK STALLS ARE PAYABLE IN ADVANCE FOR THE SEASON AND MUST BE RECEIVED BY THE TREASURER NO LATER THAN FRIDAY 26th February 2010**
FEES FOR PLANT, FRUIT & VEGETABLE, ART & CRAFT STALLS WILL BE COLLECTED MONTHLY IN ADVANCE.
15. Stall holders are asked to take all necessary steps to ensure the safety of the public at all times. All food stalls **MUST HAVE AND SHOW AN APPROVED FIRE EXTINGUISHER OR BLANKET ON OPENING NIGHT.**
16. All stallholders are required to obey the reasonable directions of the Market Coordinator and show receipts on demand. The decision of the Market Coordinator is final.
17. No raffle will be held in the market place and no leaflets to be handed out without the permission of the Market Coordinator.
18. **DOGS AND ANIMALS OF ANY KIND ARE NOT PERMITTED ANYWHERE WITHIN THE VICINITY OF PALMERSTON & RURAL MARKETS**, unless permission has been given by the Coordinator to operate a "PET ZOO or conduct displays on animal welfare. No livestock shall be sold in the market place at any time due to health regulations.
19. All leads on every appliance must be tagged every 6 months by a licensed electrician.
20. All gas bottles must be fitted with safety valves as per photo and can be fitted by Kleen Heat Gas.

