

# Crystal Brook Country Market

Crystal Brook Showground, Railway Tce, Crystal Brook  
PO Box 159  
CRYSTAL BROOK SA 5523  
Mob: 0474 502 241, Email: crystalbrookcountrymarket@gmail.com

## Stallholder Guidelines

### 1. GENERAL

- a) Crystal Brook Country Market is managed by the Crystal Brook Country Market (CBCM) Committee as a sub-committee of the North Western Agricultural Society (NWAS) Inc
- b) The CBCM Committee sets high standards for the benefit of the public as well as the Stallholders (Traders). We expect all Stallholders to endorse and follow these standards. Failure to do so may result in the committee reviewing your approval to trade.
- c) Allocation of the Stallholder site will be at the discretion of the CBCM Committee. The CBCM Committee reserve the right to relocate any Stallholder as it deems necessary.
- d) The Committee reserves the right to refuse and/or deny the right to trade, if goods are not of a suitable standard e.g. offensive printing on goods, poor quality bric a brac, electrical goods or plants and products which are illegal or inferior.
- e) It is a requirement to trade at CBCM all Stallholders are required to have **Public and Products Liability Insurance**. A "Certificate of Currency" is required annually as proof before trade is permitted. This also applies to all stallholders. Public Liability cover for one day can be purchased from the CBCM Committee (under NWAS Inc) for \$10 only - available to hobby sellers' only, conditions apply. Product Liability is excluded for Stallholders that are covered under this NWAS policy. Traders selling food for human consumption are required to:
  - I. have a Food Registration Permit and Registration Number. This is available at their local Council along with other food safety information.
  - II. be familiar with the Food Legislation Act.
- e) Stallholders are responsible for the disposal of their own business waste. e.g. cardboard cartons, foam boxes, etc must not be placed in Showground bins which are for public use only. Your site must be left rubbish free.
- f) Only selling of fowl animals are permitted and at the discretion of the CBCM Committee. Animal welfare is paramount, traders must ensure they provide animals their own food and water. Sites must be shaded and requested at the time of booking. The CBCM Committee reserve the right to refuse trade of animals if animal welfare is not met or if the sale of fowl animals poses a biosecurity risk or hazard.
- g) Users of electrical equipment are advised that Government Legislation requires annual testing and tagging by a qualified electrician of all electrical equipment used. Appliances and power cables must not be used or laid through any area that may become wet, must not be laid across walkways, paths, roads or any area where damage could occur to the cable or be a trip hazard.
- h) The Stallholder is responsible for securing their tools, equipment and property adequately as well as personal belongings including commercial stock during setting, packing up and whilst the Market is in progress. Neither CBCM Committee or NWAS will be held responsible for any theft or damage to Stallholder property.
- i) The Stallholder agrees to indemnify and to keep indemnified the North Western Agricultural Show Society Inc. their respective servants and agents, and each of them from and against all actions, costs, claims, and damages, charges and expenses whatsoever, which may be brought or made or claimed against them or any of them arising out of or in relation to the markets or any product or services supplied.
- j) Stallholders are not permitted to bring pets except where they are a recognised aid.

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- k) Copying the ideas and/or designs and/or products of other traders is not in the spirit of the market and is not allowed. These actions may also be in breach of copyright laws.
- l) To sell raffle tickets, the Stallholder must seek approval from the CBCM Committee. Licences for raffle tickets sales may be required as per government regulations. The placing of fundraising coin collection tin/s at the trade site is prohibited.
- m) Alcohol may not be consumed on site.
- n) The Stallholder allows promotion of their stall on the Crystal Brook Country Market Facebook, Instagram and Crystal Brook Show web page. If you don't wish this to occur, please ensure that you notify the Committee upon application.
- o) You are an integral part of the market and we encourage you to seek out any Committee member if you have any complaints, grievances or suggestions for improvement. He/she will take down written notes and they will be discussed at the next available committee meeting and reported back to you. We encourage you to be involved in your market.
- p) These guidelines are subject to periodic review.
- q) All Stallholders must comply with current COVID-19 government requirements. Each Stallholder must supply their own COVID Safe plan upon application.

## 2. SITES and ATTENDANCE

- a) You are expected to notify us if you are not able to attend. At least 48 hours' notice is required. Failure to provide sufficient notice makes re-allocation of sites difficult and ultimately may lead to the Stallholder being charged their normal site fee. The CBCM Committee will not be liable to pay the Stallholder any compensation whether on the grounds of loss of profit or otherwise or refund any money paid by the Stallholder in respect to such cancellation.
- b) Market trading hours are 9am to 1pm. The Showground gates will open at 7.30am for Stallholders only. Your site must be occupied by 8.30am otherwise it may be reallocated. Vehicles must be removed and parked in the designated parking area by 8.30am
- c) Sites must not commence pack up until after 1pm. Sudden illness or other emergency is the only circumstance under which Stallholders may leave early. In these circumstances you must seek help from a Committee member.
- d) On arrival, the Stallholder should check with a CBCM Committee member which site has been allocated to them.
- e) You should unpack first, then park your vehicle and finally arrange your stall. This will assist other traders to access their site. You must be ready to trade at 9.00am.
- f) All sites must be kept neat and tidy e.g. cloths on tables, painted boxes, empty containers out of sight etc
- g) Everything which you utilise to trade, must be contained within your marked boundaries including access aisles.
- h) We advertise as a unique craft, horticultural and produce market and therefore we limit the number of duplicate traders.
- i) Party Planning traders are limited to 3 per market and to local consultants only (35km radius from Crystal Brook is considered local).
- j) Committee members are available to answer your questions and to ensure that all these standards are observed.

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## 3. VEHICLES

- a) For safety requirements, no vehicles may enter or leave the market during the advertised hours of the market except in an emergency. See 2c above
- b) Parking - Stallholders must park their cars on the western side of the main Pavilion. The only exception to this is if you have requested a car to be included in your site. See 2d above
- c) All traders' vehicles must enter and leave the market via the Railway Terrace gates on the Western side of the showgrounds.

## 4. TRADING

- a) Applications to trade must be made on the appropriate form accompanied with payment.
- b) Trading sites cannot be transferred, sublet or sold to any other person/business. A new application must be made.
- c) Where a site is to be shared, both parties must make a separate application noting on both that they are to share.
- d) Prescribed Goods (as outlined in the Second-Hand Dealers and Pawnbrokers 1996 Act) must not be sold at the CBCM.

## 5. WEATHER

- a) Once your site is set up you will be obliged to trade for the duration of the market. Your site fee should have already been paid upon application. On days of severe weather, the Committee may decide to close the market early.
- b) The organisers reserve the right to cancel a market due to bad weather either before or during the event. No refunds of Stallholder fees will be provided if the market is cancelled due to bad weather.
- c) All tents, gazebos, umbrellas and anything which may be blown around endangering others, must be tied down with suitable ropes and pegs or weights as soon as erected.
- d) The market will not be held on TOTAL FIRE BAN DAYS.

## 6. THE CRYSTAL BROOK COUNTRY MARKET COMMITTEE DOES NOT ACCEPT:

### Stallholders promoting:

- Pyramid Selling
- Religion
- Politics

### Stallholders belonging to a:

- Franchise business
- Real Estate

## 7. BANNED ITEMS

The CBCM Committee requests that the Stallholder respects the spirit of the intention to promote a family atmosphere, and refrain from selling and exhibiting items of explicit and obscene nature, or items promoting or referring to prohibited substances. The CBCM

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Committee reserves the right to request that a Stallholder remove any item deemed to contravene this condition.

The following items are NOT permitted to give away or for sale:

Balloon blowing kits	Pressure pack fart gas, silly string or snow
Candles with lead wicks &/or combustible holders	Stink bombs
Expanding novelty toys	Suction tongue studs
Explicit & hardcore T-shirts	Water pistols longer than 150mm
Explicit DVD's & videos	Water bombs
Drug related goods (including cocaine kits, bongs etc.)	Yo-yo balls
Fake cigarettes	Toy guns are acceptable however the following are not:
Fireworks (including crackers)	Pellet guns
Flashing dummies	Ball bearing guns
Fuel type lighters (Zippo)	Replica guns (bullet type)
Knives (including pen knives)	Pop downs (throw downs)
Laser pen lights &/or laser toys	8 shot caps (caps only banned)
Metal & wooden martial art numchuckers	Strip caps (caps only banned)
Novelty toy cigarette lighters	"Western Ranger" cap rifles
Playing cards (nude or lewd)	Trumpets

A more comprehensive list is available on Consumer and Business Services website:  
[www.cbs.sa.gov.au](http://www.cbs.sa.gov.au)