

# Rotary Club of WPH & Cherrybrook - 2024 Christmas Market

Application & Service Agreement for Rotary Christmas Market Stall 9am - 3pm Sunday  
1st December 2024.

Location: Rural Fire Station - Corner Shepherds and Macquarie Drive, Cherrybrook  
2126

\*Indicates required question

1. **1. Business or Stall Name:** \*

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2. **2. Full Contact Name:** \*

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3. **3. Email Address:** \*

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4. **4. Mobile Number:** \*

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5. **5. ABN** \*

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6. **6. Do you have Public Liability Insurance:** \*

You must have Public Liability to the value of \$10 Million.

If you do not have Public Liability then we are sorry we cannot accept your application.

Mark only one oval.

 Yes No

7. **7. Electricity:** \*

Do you have a power requirement?

Please be aware, power is limited.

Mark only one oval.

 Yes No

8. **8. Generators:** \*

Are you bringing a generator?

Mark only one oval.

 Yes No

9. **9. Brief Description of what you would like to sell or display:** \*

Please read "Excluded Stalls" in the "Terms and Conditions" carefully.

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10. **Please include a link to your products for us to view...website, Instagram, Facebook or send pictures to [wphc.rotary.events@gmail.com](mailto:wphc.rotary.events@gmail.com)**

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11. **Please select your preferred type of Stall: \***

**Please read Stall Details below:**

*Mark only one oval.*

- Stall inside 2.5m x 2.5m (\$110)
- Stall outside on Bitumen 3.2m x 3.2m (\$100)
- Stall outside on Grass 3.2m x 3.2m (\$90)

12. **Number of Stalls selected above:** \*  
**If you need more than allotted space then you will be charged for multiples.**

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13. **Please select your second preference in type of Stall: \***

*Mark only one oval.*

- Stall inside 2.5m x 2.5m (\$110)
- Stall outside on Bitumen 3.2m x 3.2m (\$100)
- Stall outside on Grass 3.2m x 3.2m (\$90)

14. **Any other information relevant for the Organisers:**

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**TERM & CONDITIONS**

Please read the Terms and Conditions

**1. Insurance**

Stall Holders must hold Public Liability Insurance to the value of \$10 Million and provide a current Certificate of Currency when payment is requested. If you do not have your own Public Liability Insurance then you cannot apply for a stall.

**2. Payments**

Successful applications will receive an invoice with full payment due within 5 business days. Your booking is only confirmed when payment is received. Stall spaces are selected on a first in first served basis and final decision is at the discretion of the Market organisers.  
Please Note: Complete this application form first and if your stall is approved you will receive a Tax Invoice for payment.

**3. Excluded Stalls**

Selling of BBQ food, Cakes, Plants is prohibited due to Rotary selling these goods. Applications for BBQ food, Cakes, Plants or any similar category will be declined. If you arrive to site on the day of the event selling any of these items our Market Team will ask that you leave the site immediately and no refund will be given.

#### 4. Stall Details

**Outside Stalls:** Cost is \$100 on bitumen and \$90 on grass - Market Stall space provided is 3.2m x 3.2m and unpowered. A bigger space will incur a higher price. You will need to bring your own marquee, table and chairs, if needed. Please note some stalls will be set up on bitumen and will not be able to use pegs or stakes. Your marquee or pop up tent will need to be securely weighted down for safety. Some stalls will be on grass and thus will need to be secured by pegs, stakes or weights.

**Inside Stalls:** - Cost is \$110 - Market Stall space provided is some 2.5m x 2.5m and powered. A bigger space will incur a higher price. Tables will be provided and chairs if needed.  
- We have one stall in the middle of the Hall which is three tables end to end in the middle of the Hall - Cost is \$100. Tables will be provided and chairs if needed.

We will try our best to allocated the type of stall selected and not have 'like for like' stalls as to give you the best opportunity to be successful on the day but this cannot be guaranteed.

#### 5. Locations

Your Stall location will be confirmed once all stall selections are finalised and site map completed.

We will endeavour to place you in a position for best possible exposure and provide separation from similar items.

#### 6. Car Access on Event Day

No cars will be allowed on site after 8am or be allowed to return before 3pm on Market day. The week prior to the carnival we will send you clear Bump In and Out instructions including a site map and contact details.

#### 7. Conditions

You will be utilising and occupying the site at your own risk. The organisers can not be held responsible for any injury, damage, loss or expense you incur. By agreeing to book a stall you are agreeing to these conditions.

#### 8. Weather

The Market Organisers will make a call at 8am on Saturday 30 November. If cancelled then a full refund will be given. We recommend stall holders use marquees and bring clear tarps to cover merchandise in case of rain.

#### 9. Site Safety

You must immediately comply with any request from our Market Officials on the day in regards to safety.

#### 15. I have read and accept "Terms and Conditions" \*

*Tick all that apply.*

Accept

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