

VENDOR APPLICATION FORM



FOR THE 2020/21 SEASON

Vendor Name:

Your trading name, or personal name if no trading name.

Contact Name:

If different from above.

Email:

Mobile:

This application is for a 3m² spot within the QLDC approved market site on, or adjacent to, the Arrowtown Library Green. Please discuss any preferences you have with the Market Coordinator, however we make no assurances that stall spots will stay the same from week to week (due to unforeseen factors like ground condition or other council requirements). Preference will be given to Full Season stallholders.

The Arrowtown Farmers Market sets a high standard and we recommend you present your stall as professionally as possible – we are happy to provide guidance should you require it. The majority of our vendors bring a trestle table, table covers and pergola as the basis for their stall.

TYPE OF STALL

Full Season Stallholder: you intend on being present at every Sunday market during the entire season. Your heavily discounted stall rate is required to be paid in full to the AFM bank account before Sunday 25th October 2020.

Cost: The 2020/2021 seasonal rate is 24 weeks x \$50, less 25% discount = **\$900 per season** (the equivalent of six free market days). If we are unable to operate the market due to COVID, there will be a percentage of refund available. Craft stalls will unfortunately not be able to select this option.

Full Season Vendors will be given preferential treatment for stall position.

Casual Stall: you are unsure of your commitment and would prefer to book your spot by the Wednesday prior to each Sunday market.

Cost: **\$50 per week** to be paid in cash on the day.

Please be aware that 'no shows' after a booking has been made may result in losing the potential for future bookings.

ADDITIONAL DETAILS

Do you require electricity? We have limited spots with electrical supply – please indicated if this is a requirement and we will confirm if we have any spaces available.

No

Yes

Any details we should know?

Is your stall contained within a vehicle (e.g. caravan)? We have limited spots for vehicles under our agreed Council conditions – please indicated if this is a requirement and we will confirm if we have any spaces available.

No

Yes.

Please describe your vehicle including approx. size and weight

STALLHOLDER CATEGORY

Arrowtown Farmers Market is intended to be primarily a food and produce based market based upon sustainable principals. We do intend to have a limited number of locally made craft based stalls in the 2020/21 season.

Which category do you intend to trade in?

Produce - unprocessed

Food – value added and/or processed

Beverage – non alcoholic

Beverage – alcoholic (not to be consumed at the market)

Other, please explain:

STALLHOLDER MPI REGISTRATION

This section is to be completed by all stallholder applicants that are handling food/beverage/produce. Further information can be found here <https://www.mpi.govt.nz/food-safety/food-act-2014/>

Who holds your MPI registration?:

QLDC Other, please provide details

What is your Registration number?:

What is the Expiry Date of your Registration?:

PRODUCT INFORMATION

Please describe your business and what you intend to sell at the Arrowtown Farmers Market?

Please provide as much detail as possible and list all intended good/s. Are they locally produced in whole or in part? Are they organic or wild harvested? How is what you sell different or special? Please be aware that we will use this information to make a decision about your stall suitability and to promote your stall, so take your time in giving us some great (and accurate) information to work with!

HELP US TO PROMOTE YOU

Not all of our vendors have a website, but we really would encourage you to become active on social media (if you're not already), particularly Facebook and Instagram. Please also be sure to 'like' the Arrowtown Farmers Market and Instagram pages.

Website URL:

Instagram URL:

Facebook URL:

FURTHER CONTACT INFO

Will the person who is responsible for the actual stall on a Sunday be the same as the applicant name above?

Yes No, please provide your Sunday Market's contact details below

Contact Name:

Email:

Mobile:

This person will be given a copy of the Vendor Terms & Conditions to ensure compliance with market etiquette.

ANYTHING ELSE?

Is there anything else you'd like us to know, or questions you may have that you'd like us to get back to you on?

DECLARATION

The information provided above is correct and I undertake that I have the authority to make this application on behalf of this organisation and agree to the Terms and Conditions:

Name:

Signature:

Date:

