

# Barneys' Bazaar Stallholder/Food Truck 2019

## Steps to Follow to be Registered

### 1 READ THE NEW STALLHOLDER APPLICATION FORM.

Please read the terms and conditions very carefully. Please contact the Bazaar coordinator with any queries.

### 2 FILL IN THIS FORM & EMAIL IT TO THE BARNEY'S BAZAAR COORDINATOR AT [bazaar@sbac.org.au](mailto:bazaar@sbac.org.au)

### 3 THE BAZAAR COORDINATOR WILL SEND AN EMAIL TO ADVISE WHETHER YOUR APPLICATION HAS BEEN ACCEPTED.

<b>NAME:</b>
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<b>ADDRESS:</b>
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<b>PHONE:</b>	<b>EMAIL:</b>
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<b>STALL DETAILS:</b>
<b>Name of Stall/Food Truck:</b>
<b>Please list items for sale:</b>
<b>Description of stall/food truck</b> (this will go on the Barneys' Bazaar webpage so include the items you intend to sell)
<b>Price range:</b> from \$.....(cheapest) to \$.....(most expensive)
<b>Do you want Barneys Church to provide a table for your stall? YES / NO</b>
Please attach a photo or image for your stall to the application form. The photo/image will be part of your stall description on the webpage if you are accepted.
<b>Circle or highlight the dates of Barneys' Bazaar that you are applying for (preference is given to those who make themselves available for all four):</b>

- Ω **2<sup>nd</sup> Mar.** 10:30-4:00 timeframe (stallholder application cut-off date is 31<sup>st</sup> of January)
- Ω **15<sup>th</sup> June** 10:30-4:00 timeframe (stallholder application cut-off date is 1<sup>st</sup> of May)
- Ω **14<sup>th</sup> Dec.** 4:00-6:30 timeframe [from 6:30 there will be dramatic story-telling, music and a speaker for the next half hour till 7pm] (stallholder application cut-off date is 31<sup>st</sup> of October)

## FREQUENTLY ASKED QUESTIONS (Terms and Conditions)

### WHO ARE THE STALLHOLDERS/FOOD TRUCKS BARNEYS' BAZAAR IS LOOKING FOR?

Barneys' Bazaar is primarily to strengthen community and develop trust in neighbourhoods around the north-west of Adelaide. Therefore, the stallholders we are looking for are entrepreneurs, businesses, creative artists and designers that engage proactively with people and thrive on personal interactions with potential buyers.

### WHAT PRODUCTS CAN BE SOLD AT THE BAZAAR?

Preference will be given to stalls that sell ethical and environmental products that have been made by the stallholder/local makers; products that come from ethical sources where people are paid an appropriate wage and second hand products. Food stalls must comply to all statutory food handling requirements.

Please note that a coffee stall is provided by Barneys' Bazaar, but you can bring coffee or tea that is packaged to sell.

### WHAT DO I NEED TO BRING AS A STALLHOLDER?

We recommend that stallholders ensure they have a suitable **cash float** with them, as there is no ATM located on site. The closest ATM is at Foodland on South Road. Stallholder that take card payments must bring their own devices.

Stallholders are welcome to bring their own folding trestle table. Tables can also be provided by the venue – please indicate your preference on the application form.

If your items require a **mirror**, please provide your own (note: you are responsible to clean up & take away any breakages that may occur).

**Tables** can be provided, but make sure you bring any covering you may wish to use.

**Signage** can be set up, but only blue tac may be used to affix signs to walls, etc. **NO TAPE** allowed. Signage must be **contained** within your allocated stall location and must not impinge on the walkways and thoroughfares.

### HOW MANY STALLHOLDERS/FOOD TRUCKS WILL THERE BE?

Expectation is for a maximum of 40 stallholders at each Barneys' Bazaar in 2019 and 8 food trucks.

### WHEN CAN I SET-UP AND WHEN CAN I DEPART

Stallholders will set-up no earlier than one and a half hours before the start of a Barneys' Bazaar. At the conclusion of the Bazaar you may start packing-up.

### STALL FEES AND SIZES?

Stallholder fee for one stall area: \$40 fee inc. GST  
Foodtruck fee: \$40 fee inc. GST

If you are not able to pay the fee but still want to be a stallholder, please make an enquiry. A permit will be applied for on behalf of the food truck that is accepted for the Bazaar.

Fees must be paid two weeks before the date of the Bazaar. The Bazaar coordinator will notify stallholders of this date on notification of successful applications. Please send a message to [admin@sbac.org.au](mailto:admin@sbac.org.au) if you make an electronic transfer.

Stalls will be approximately **1800mm x 750mm** in size and will either be located inside the main building, hall or outside. If you want to be outside then a specific request will need to be made and the Bazaar coordinator will need to consider the request. Contact Bazaar coordinator if you have questions.

### CAN I CANCEL A STALL AT THE BAZAAR?

If circumstances change after receiving confirmation of being a stallholder then please notify the Bazaar coordinator. If you cancel in the same week as the Bazaar then you may lose your stallholder fee or food truck fee.

### APPLICATIONS

Applications will be assessed for Barneys' Bazaar based on their originality, how much information has been supplied and the uniqueness of the service/product.

Applications we determine that are not suitable or don't meet our criteria will be declined.