



Corryong Show - Market Stallholders

October 5th, 2024

Our Background

The Corryong Show has been a longstanding community event, held in Corryong in the northeast of Victoria. The first show was held in 1891, commencing in the Corryong Saleyards, before moving to the Corryong Recreation reserve in 1899, which is where the show is still held today. The Corryong Show is a not-for-profit organization, run by the community, for the community.

The Corryong Show has been through some hardship over the past 130 years, with breaks for World War One and Two, and on four occasions due to bushfires. More recently, in 2018, there were insufficient numbers to form a committee, and as a result, the show was cancelled.

The president at the time put a call out to the community, holding multiple community feedback and brainstorming sessions, which gathered a lot of interest, and from there, a new and passionate committee was formed.

The newly formed committee proposed that the Corryong Show be moved from its long-standing March event, to October, in a bid to not compete with popular events such as the Towong Cup and the Man From Snowy River Bush Festival, and also to coincide with Victorian school holidays and the NSW long weekend, to attract both local families and those from afar.

Since then, the Corryong Show has been well supported by our community and those from afar.

Preparations are again underway for the 115th Corryong Show, to be held on October 5th, 2024. Exciting new attractions for all ages have been locked in!

We are very excited about our upcoming show and your participation will ensure the Corryong Show continues to be a tradition that lives on in our community and is a success for many years to come.

We would like to invite your business to be a part of our ever-growing local event.

If you would like more information, please feel free to contact Debbie on rayh3@bigpond.com or phone 0409 337 739.

Kind Regards,

Debbie Harrap
Corryong Show Market Coordinator

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Welcome to the Corryong Show

Market stalls are a vital part of our show. Stalls are a way to help create a wonderful welcoming space to help greet our visitors. We love working with stalls who share the same creative and high-quality products and experience as we do.

The Market Stalls will be located on the oval at Corryong Recreation Reserve over the course of our evening event.

Important Information for Stallholders:

1. Thoroughly read the information contained in this pack.
2. Complete the agreement form and include all relevant documentation
3. By signing your form, you agree to the terms and conditions contained in this document
4. Submitting this application does not guarantee acceptance, you will be notified of your acceptance via email.
5. Please ensure you return your application and all relevant information by 5pm

Operating Hours

Saturday 5th October - 3pm to 6pm

Market stalls must be set up and operational within 20 minutes of the above operating hours.

Bump In / Bump Out

Load In - Saturday 5th October between the hours of 1.00pm and 2.30pm

Loud Out – Saturday 5th October between the hours of:

General stall holders: 6.30pm - 7.30pm

Food/Drink vendors: from 8:30pm

Vehicles

Once your area is set up, if your vehicle is not part of your stall it is to be parked behind the netball courts. Directions can be given by show officials on the day.

Event Entry

Included in your stall site fees are 2 complimentary passes. These passes will be emailed to your nominated email address the week of the show. Please show these passes upon entry. Additional passes can be purchased online or at the gate on show day.

Stall Sites (inc GST)

General Stall	
3m x 3m (deep)	\$30.00
Food / Alcohol Site	
3m x 3m (deep)	\$40.00
Van Site	
3.5m x 5m	\$35.00

When deciding what stall site size you require, you must consider your entire stall including ropes, awnings, cool rooms etc. Everything you bring must fit inside the space you purchase.

Payment of Fees

Upon being accepted, an invoice will be generated and emailed to successful applicants via email. All market stalls have until Monday 23rd of September to pay the amount in full in order to secure your site.

Your application will not be secured if payment has not been received by this date.

Leave No Trace

You must leave your site the way you found it and be mindful of our goal to – leave no trace. Your site will be inspected once you leave the Show. It is important that your site is checked thoroughly before you depart for waste, tent pegs, materials etc.

LEAVE NO TRACE requires each Market Stallholder to remove all building materials and other infrastructure.

Right to Veto

The Show retains the right to enter your Market Stall anytime and remove any article, sign, picture or printed matter which, in our opinion, is either not eligible for display or is considered offensive.

Cancellation & Refunds

If a cancellation is received after 5pm Monday 23rd of September a refund will not be offered. No refund will be given for non-attendance at the market.

Wet Weather

Stallholders must be prepared and equipped to trade in all weather conditions – the event will not be cancelled due to mild inclement weather such as rain showers. The event may, however, be cancelled due to extreme weather or natural disaster, in which case, stallholders will be entitled to a full refund. If there is a cancellation, stallholders will be notified in the first instance by a SMS message sent to your mobile numbers listed on your application form. Please note – stallholders are responsible for ensuring that they have adequate protection for their goods, including foods, from the weather extremes. This includes sun exposure. It is important that you have appropriate weather contingency plans (heat, cold and rain) for your stall and your stock.

Corryong Show Liability

The Stallholder occupies the site at their own risk. Corryong Show is not liable to the stallholder and the Stallholder releases Corryong Show from any breach of contract or duty of care. The Stallholder acknowledges Corryong Show is not responsible for and releases and discharges Corryong Show from any direct, indirect or inconsequential loss or expense suffered by the Stallholder and any third party, howsoever caused from the use and occupation of the site (or the inability to use or occupy the site) including breach of statutory or common law warranties and negligence. The Stallholder agrees to indemnify Corryong Show, its volunteers from and against all liability and losses (including costs on a full indemnity basis) which may be incurred by the Stallholder as a result of the use and occupation of the land and any resulting action or court proceedings including any claim made by a third party. Further, the Stallholder shall be responsible for and indemnifies Corryong Show against –

- Any pollution or environmental harm caused by the Stallholder to the site or to Corryong Show property;
- Any costs or orders issued by any authorised statutory body in respect to the investigation, clean-up or remediation in relation to the site to Corryong Show property by reason of the Stallholder use or occupation of the site or Corryong Show property.

Corryong Show will not be liable nor deemed to be liable to the Stallholder (and the Stallholder releases Corryong Show in full) due to cancellation, postponement or delay in holding Corryong Show as a result of strikes and/or lockouts (whether of their own employees or those of others and whether or not the party against whom such action is taken could have avoided the same by acceding to the demands of the employees responsible for such action), acts of God, war, fire, flood, embargo, litigation, acts of government or any agency instrumentality or political subdivision thereof or any other cause beyond the control of Corryong Show.

Public Liability Insurance

Stallholders must show evidence of their Public Liability Insurance with their application form. A minimum insured amount is \$10,000, 000 for general stall holders and \$20,000,000 for entertainment, show rides ect. Public Liability Insurance is **COMPULSORY** for all stallholders. Please note that the Certificate of Currency **MUST** state the business name, expiry date and the coverage either 'Anywhere in Australia', 'Anywhere in VIC' or specifically Corryong & Upper Murray Show' Failure to supply a valid insurance certificate will constitute an incomplete application and will be rejected.

Statement of Trade (SOT) SteaTrader

All Food Stallholders must apply for a Statement of Trade through SteaTrader. "A Statement of Trade lets the Towong Shire Council know where and when you plan to sell food/drink. This is a requirement under the Food Act 1984 (the Act) for operators who sell to the public from a temporary (e.g. market stall, tent/marquee or hall) or mobile food premises (e.g. coffee cart, ice cream truck, food van etc) and some vending machine operators. Food Stallholders **MUST** lodge a SOT at least 7 days prior to trading to have complied with your legal obligations under the Act." The Festival recommends that Food Stallholders apply immediately following your stalls

acceptance. For more information please visit https://streatrader.health.vic.gov.au/public_site or contact Towong Shire Council's Environmental Health Officer on 02 6071 5100.

Demonstrations & Clinics

Corryong Show must approve all demonstrations and/or clinics occurring on your site prior to the commencement of the Show. Corryong Show reserves the right to refuse any demonstrations/clinics.

Fires

Fires are not permitted at any Market site.

Requirements for Market Stalls

All persons engaged in the sale of Market goods shall –

- Wear clean and appropriate clothing
- Ensure they keep themselves and their work area clean
- Ensure hands are cleaned, before commencing or resuming work and after visiting a sanitary convenience, smoking, handling garbage, handkerchief or nasal tissue.

The Stallholder acknowledges that the Occupational Health and Safety Act, associated Acts and Regulations impose obligations on the Stallholder in respect of the creation and maintenance of a safe environment for both employees and visitors. The Stallholder warrants that any materials, goods, plant and/or products offered for sale or otherwise display on the site is fit for use in any workplace and must be free of any faults and a standard necessary to comply with the Acts and Regulations.

Coolrooms

If you need to bring your own, you must allow for the extra space it will occupy in your application and pay for that space and let the organisers know of any power requirements.

Prohibited Products

The following items are prohibited:

- Pornographic material of all forms
- Items that infringe third party intellectual rights (copyright/trademarks)
- Weapons (real or replica)
- Dangerous or illegal substance
- Fireworks

Market Stall Construction

All tents/marquees must be of good standard. The Corryong Show may experience changeable weather conditions including storms and high winds.

Use of Gas Equipment

Any gas bottles used as part of a Market Stall must adhere to and comply with all relevant Australian Standards. Failure to do so may result in eviction.

Electricity and Power Requirements

Power is available on request and is \$30.00 per powered site.

Please indicate on your stallholder application form whether you need this utility.

Generators

If you are bringing a generator, it must have an Earth Leakage Circuit Breaker and be of the silent type of no louder than 54 DBs at 2.5m under full load.

Telephone/Internet Access

Corryong has access to 5G Network

Suggestions/Grievances/Complaints

Each complaint or suggestion is handled on a case-by-case basis. Please approach a Corryong Show Official first to help solve any concerns. If you would like to make an official suggestion or complaint please email corryong.ap@gmail.com

Code of Conduct

Under no circumstances will any parties tolerate abuse, acts of violence, threats of violence and/or aggression.

Corryong Show will directly contact any such person/s acting in this manner and appropriate action will be taken if deemed necessary. This action may result in the party being asked to leave the site or removed from the site by the Police.

Safety at The Corryong Show - COVID-19

We are serious about your safety and that of our patrons. All Market Stallholders need to have and operate according to their own Event Safe Plan. The Corryong Show will operate in compliance with all COVID-19 restrictions applicable at the time of the Show.

Enclosed shoes must be worn at all times when the site is under construction/dismantling and during service.

COVID-19 - Advice for Food Businesses On General Health & Hygiene

The best way to prevent the community spread of coronavirus disease (COVID-19) is for everyone to maintain effective hygiene and follow social distancing rules. Take all practicable steps to prevent contamination of your operating environment.

Effective Hygiene

Maintaining effective hygiene includes:

- Wear a face mask
- Regular handwashing
- Cleaning and sanitising facilities and equipment
- Maintaining strict requirements around worker health and hygiene
- Implementing social distancing

Cleaning and Sanitising

We advise you to review your cleaning and sanitising practices to ensure general surfaces are also cleaned frequently and effectively. These include:

- Door handles
- Switches
- Glass touchscreens and cash registers
- Other high touch areas

To see if you are covering the Australian Government Guidelines for routine environmental cleaning by visiting the Department of Health's website. You should add anything to your standard procedures for cleaning and disinfecting your business premises if necessary.

Employee Health & Hygiene

DO NOT attend the Corryong Show if you or your staff are unwell. Maintain good personal hygiene including regular handwashing. Employees showing symptoms of COVID-19 must not attend work. Symptoms include fever, coughing, sore throat, fatigue, and shortness of breath. We recommend you review the health of all employees daily. Food handlers who know or suspect they are unwell with COVID-19 or other illnesses must report this to their supervisor. You must exclude unwell food handlers entirely. This exclusion must be until they are professionally deemed safe to return to work, with guidance from health authorities.

Terms and Conditions

1. Incomplete or unsigned applications will not be accepted
2. The submission of an application for a stall site does not guarantee you a place – all applications are considered after the application deadline and stallholders will be contacted in due course after that date.
3. Corryong Show organisers reserve the right to refuse any application. Local community groups are reminded that they are not privy to any special treatment in relation to the conditions or expectations contained in this Stallholder Guide
4. Any event cancellations due to extreme weather will be notified by SMS or email to the mobile phone number or email address listed on the stallholders' form.
5. Corryong & Upper Murray Agricultural & Pastoral Society will not be held responsible for loss or lack of income generated on the weekend, or if any presumed expectations are not met.

6. Stallholders will be held responsible and liable for damage to the market area caused by them.
7. All Council regulations and requirements must be adhered to.
8. Stallholders at the market are required to conduct themselves in a manner suitable to a family event.
9. Offensive language will not be tolerated.
10. Stallholders are required to cooperate with the organisers and other stallholders.

Indemnity

Stallholders agree to indemnify Towong Shire Council and the Show committee against all liability, claims, demands, expenses, fees, fines, penalties, suits, proceedings and all associated actions

Application Checklist

1. Read and understand the Market Stallholder Prospectus
2. Decide whether you can comply with our terms and conditions and can afford to attend
3. Compile all required documentations ready to upload as part of your application process
 - Digital image of your market or products
 - Digital image of your stall set up
 - Copy of your current Public Liability Insurance Certificate
 - Copy of your current Food Safety Supervisor Certificate
4. Now fill out the included application
5. Upload all relevant information
6. Submit
7. Be patient whilst we go through all applications