

**Rotary Club of Ocean Grove Inc.**  
**Application Form for Markets – 2024/25**  
 mobile: 0401 606 036  
 email: oceangroverotarymarket@gmail.com  
 website: rotaryoceangrove.org.au

Office Use Only

Application: Date Received	
Application: Date Processed	
Site No. Allocated (Full Year)	
Receipt Number	

Please complete and return **this form** along with the **General Release & Indemnity Form** and a copy of your **Public Liability Insurance** (if you have this) to: — — — >

Market Coordinator  
 Rotary Club of Ocean Grove  
 PO Box 252, Ocean Grove 3226

**NAME:**

**ADDRESS:**

**PCODE:**

**CONTACT DETAILS:** MOBILE:  HOME:   
 EMAIL:

**BANK DETAILS:** Any refunds will be made via E.F.T. BSB:  ACCOUNT NO.:

**PRODUCT:**   
 Give details of the goods you want to sell

**PUBLIC LIABILITY INSURANCE:** (Compulsory)  
 If you have a policy, please send/attach a copy of your cert. of currency  
 Otherwise, you are required to purchase your cover through our Insurers at **\$9 per market**

**HEALTH REGULATIONS:** (If relevant to your Application)  
 Please send/attach a copy of your Food Permit/Temp. Food Premises Certificate

**PAYMENT:** FULL MARKET SEASON: \$280/site (+ Insurance cover if required \$75)

**OPTION 1:** All **EIGHT** markets booked and paid for in advance are charged at a discount . A permanent site can be chosen if paying for the full market season. Payment for the full market season can be made by cheque/money order or via EFT (BSB 633 000 and Account No. 175 133 479 **(NEW ACCOUNT NO.)** – Reference: Your surname - Market. If you have paid via EFT please tick this box.

**Note new Account No. For 2024/5**

**OPTION 2:** INDIVIDUAL MARKETS: \$40/site (+ Insurance if required @ \$9)

Payment can be made in advance or on market day

- Casuals **paying in advance** (Payment details above) means you **can enter from 7 am** and we will have allocated a site to you and will hold it until 8 am.
- Casuals **paying on the day** cannot enter **until 8 am** and we will allocate a site if any are available at that at that time.

Please tick if you require a **powered site** (\$5/Market)  If you require **multiple sites**, indicate number required

**MARKET DATES:** 6th Oct 2024, 3rd Nov 2024, 1st Dec 2024, 5th Jan 2025, 2nd Feb 2025, 2nd Mar 2025, 6th Apr. 2025, 21st Apr. 2025 (Easter Monday)

Completion and submission of this form indicates that you agree to abide by the **“Conditions for Market Sites” July 2024 (Page 2)**

**All stall holders must complete and submit this form before they can participate in a market.**  
 One application per season will suffice. Subsequent attendances do not require the completion of an additional form.

**Signature:** ..... **Date:** .....

# Rotary Club of Ocean Grove PO Box 252 Ocean Grove

## CONDITIONS FOR MARKET SITES – 2024/25

July 2024

The market will be conducted on the first Sunday of each month, October 2024 to April 2025 inclusive and on Easter Monday, April 21st, 2025.

The Market is located at **Ocean Grove Park**, The Avenue, Ocean Grove. Melways reference Map 483 K11. Entry is via Hodgson St.

- Applications are required prior to market attendance. The cost of a market site for the full **eight** markets is **\$280** in advance (1 free), or \$40 for sites at individual markets.
- Stallholders paying for the full market season will be entitled to a permanent site of their choice. Payment for these is due by September 20th 2024.
- Access to permanent and pre-paid casual sites will be available **from 7am**.
- Permanent stall sites and prepaid casual sites must be occupied **by 8 am**. The management reserves the right to re-allocate any site not occupied **by 8 am** unless contact has been made with the market manager to arrange alternative arrival time.
- Casuals who choose to pay on the day can only enter **from 8 am** (after permanent and pre paid casual stall holders have arrived.)
- The market will run from 9.00am to 1.00pm and all sites must be cleared by 2.30pm. Venue exit gates will not be opened until 1pm unless there are extenuating circumstances. Site holders are required to stay until this time.
- Stallholders generating rubbish, must take it with them when they leave. **The park rubbish bins provided are for use by the general public only and not stall holders.**
- Each site includes room for **one vehicle**. Sites are 4.5 metres wide by 10 metres deep.
- Sale of food items must comply with local government regulations. **Food Handlers Certificates** and/ or **Temporary Food Premises certificates** from the **City of Greater Geelong** are required. No food or drinks may be sold by stallholders without the specific approval of the market manager. Infringement of Copyright or Trade Mark regulations will result in instant dismissal.
- There is good access to electricity for selected sites. An additional charge of \$5 will be levied where power is used on a site. Both 10 and 15 amp plugs are available. Access to powered sites will be provided on a “first in first served basis”, unless a permanent booking has been made. Electrical cables must have a current test tag attached.
- The market will normally proceed regardless of weather conditions, unless cancelled by the Ocean Grove Rotary Club. The Rotary Market Committee reserves the right to refuse entry or change the site of any site-holder.
- Stallholders who have a permanent site will forfeit that site if two consecutive markets are missed without prior apology (3 days minimum). Stallholders with their own Stall-holder Public Liability Insurance **must provide a copy** with their application form. Stallholders **must have public liability insurance** (either one they have purchased, or one purchased through Rotary)

*All queries or suggestions should be directed to the market manager or the site manager.*

*Ph: 0401 606 036 or [oceangroverotarymarket@gmail.com](mailto:oceangroverotarymarket@gmail.com)*