

**Para Hills Modbury**



**Catholic Parish**

## **Craft Market**

**St John XXIII Catholic Church  
50 Reservoir Road, Hope Valley SA 5090**

**Saturday 2<sup>nd</sup> November 2019**

**9 am - 3 pm**

*The Craft Market Committee has pleasure in inviting you to apply to hire an outside site this year.*

**Application for site hire closes on 28th June 2019**

### **Information for Outside Hire**

- Site @ \$25 each (250 cm x 150 cm).
- Set up time is 7.30am – 8.30am
- Vacate by 3.30pm
- **ITEMS FOR SALE CAN ONLY BE DISPLAYED ON YOUR SITE**
- **Display stands and equipment on tables must be SAFELY ANCHORED**
- A limited number of sites are available, so book early to secure your place!
- If all sites have been hired, you may wish to be placed on a waiting list
- Every effort will be made to place you in your preferred position
- To apply for a site please complete the application form available on the website. The application can be scanned and sent electronically via email to [paramodcath@gmail.com](mailto:paramodcath@gmail.com). Alternatively, forms can be completed and lodged at the parish office during opening hours.
- All applications will be acknowledged by email/phone. If you do not receive an email/phone call by 12<sup>th</sup> July please contact [paramodcath@gmail.com](mailto:paramodcath@gmail.com) or phone Lea Crosby on 0431 092 725

#### **Car Parking**

- Cars may be temporarily parked near the main entrance to the church for unloading purposes
- Cars must then be moved to the back car park on the northern side

### Site Hirer's Responsibilities:

- **Insurance:** It is recommended that all stall holders have their own Public Liability Insurance. If you have insurance, please supply a copy of your Insurance Certificate when submitting your application.
- **Table coverings:** All tables require a full length table cover for the security of items stored underneath your table. Please ensure table covers are secured and do not pose a tripping hazard risk
- Your own float and income
- Your own product and stall security
- Cleaning of your area
- Disposal of rubbish and recycling in bins provided
  
- **Compliance with Workplace, Health and Safety & (WHS) Requirements.**
  - Displays must not cause a potential hazard
  - Items must be safely displayed so as not to potentially cause injury
  - Site hirers must not use toxic substances
  - Site hirers and helpers will be required to comply with WHS requirements (see attached).
  - All sites will be inspected by the church safety officer from 8.15am to 8.45am to ensure all safety standards are met
- Report any hazard/potential hazard to a Market Team member
  
- **Items for Sale:**
  - Handmade craft items only including jewellery
- **Items NOT for Sale:**
  - Mass produced, commercially sold items
  - Second hand items from shops or your home
  - Cakes, scones, jams & preserves, produce
  - Hot food and drinks etc.
  - Take-away food, ice-creams, drinks
  - Plants and herbs
  - Raffle tickets

**PLEASE NOTE:** The Craft Market is a Parish fundraiser and we have the following stalls:

- Cakes, Sweets & Produce, Devonshire Tea, Soft Drinks, Beer, Wine, Ice Creams
- BBQ and International foods
- Plants
- Raffles
- Bric-a-Brac and Second-hand books (located outside along western wall of church)

**SMOKING** is not permitted within the parish building or within 10 metres of any food or table areas outside.

We look forward to seeing you and hope you have a very enjoyable and successful day!

*If you require further information, please contact Lea Crosby on 0431 092 725*