



Phone: 02 6027 1431  
Website: [www.yackaps.vic.edu.au](http://www.yackaps.vic.edu.au)  
Email: [yackandandah.ps@education.vic.gov.au](mailto:yackandandah.ps@education.vic.gov.au)

Dear Stall holder,

On behalf of the Yackandandah Folk Festival Committee and Yackandandah Primary School, I am writing to invite you to apply to participate in the Yackandandah Folk Festival Community Market to be held on **Sunday 24<sup>th</sup> March 2024** from **9am – 4pm**.

**IF YOU ARE INTERESTED IN HAVING A SITE, PLEASE:**

1. Complete the attached application form
2. Provide a copy of your Public Liability Insurance
3. Email completed application form & Public Liability Insurance to [yackandandah.ps@education.vic.gov.au](mailto:yackandandah.ps@education.vic.gov.au)

**Please note - Applications close on Friday 26<sup>th</sup> January 2024.** Sites are not allocated on a first in basis but on what the committee thinks is the best fit for the market.

**Please note - Cost per site is \$75. Do not send money with your application.** Payment is not required until your application has been approved.

**TERMS AND CONDITIONS**

(Before applying for a site, please read the following)

- We will **not** be offering any powered sites. You will need to provide your own generator if you require power. Generators must be quiet and free of fumes.
- This is a waste free event. Decisions on allocation of sites will be heavily influenced by the stall holder's ability to be waste free.
- Vehicles may enter the market area for setting up purposes **ONLY** from 6:30am on the day of the market. All vehicles **MUST BE REMOVED FROM MARKET AREA BY 8:00AM**.
- Each site is 5m x 3m. **This means that a 6m or 2x3m gazebos will not fit on one site.**
- The Folk Festival Community Market is run, managed, and organised by volunteers. As such, understanding, courtesy and respect must be shown to all volunteers, at all times. Failure to do so may result in a site booking being cancelled or stallholders being asked to vacate their site on the day of the market.
- The organisers reserve the right to make decisions about site allocations with the aim of promoting a successful market. These decisions will not be negotiable or discussed. Please note that the township of Yackandandah is located in an undulating area, therefore most sites will be situated on sloping ground. Please be prepared for this eventuality.
- On the day of the event, our volunteer marshals will be unable to reassign site allocations, nor will they be able to negotiate with stallholders regarding position or size of site. Again, any discourteous or aggressive behaviour toward our volunteers will not be tolerated.

- The organising committee takes no responsibility for inclement weather. Site fees will not be returned due to weather conditions. The organising committee retains the right to return any application fee or reject any application and in such an instance, no correspondence will be entered into
- Further details will be sent to you when the market has been finalised, along with a receipt for your site fee.

### **SPECIAL INFORMATION FOR FOOD VENDORS**

- All food providers at the Folk Festival need to register with their local council for 2023 (registration now covers the whole state) and provide a Statement of Trade to Indigo Shire at least 14 days before the market. The address is as follows:

The Environmental Health Officer  
PO Box 75  
Yackandandah VIC 3749

Any enquiries regarding the Statement of Trade, please phone Indigo Shire on 1300 365 003

I look forward to your participation and cooperation in the 2023 Festival. If you have any questions regarding the Sunday market please contact Yackandandah Primary School Business Manager, Sandra McKibbin on the above listed number.

Kind regards,



Michael Edwards

Principal

**2024 Yackandandah Folk Festival Market**  
**Site Application Form**  
**Sunday 24<sup>th</sup> March 2024**

Applicant's Name.....

Business Name.....

Email address.....

Postal Address .....

Post Code.....

Contact Number.....

- Stall description: (Please tick)
- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Clothes                  | <input type="checkbox"/> Jewellery               | <input type="checkbox"/> Shoes            |
| <input type="checkbox"/> Photographs              | <input type="checkbox"/> Paintings               | <input type="checkbox"/> Packaged toys    |
| <input type="checkbox"/> Handcrafts               | <input type="checkbox"/> Woodwork                | <input type="checkbox"/> Handcrafted toys |
| <input type="checkbox"/> Baby Items               | <input type="checkbox"/> Food (Description)..... |   |
| <input type="checkbox"/> Other (Description)..... |  |   |

My Stall is:  Waste Free  Not waste free – describe waste generated (including packaging of sold items)

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- Number of sites required..... \$75 per site (sites are 5 metres across and 3 metres deep)
- Site Number in 2023 ..... (same site cannot be guaranteed)
- My Public Liability Insurance Certificate is enclosed (*applications will not be accepted without a copy of your certificate*)
- I acknowledge the terms and conditions outlined in the above letter

Signature.....

**Applications close Friday 26<sup>th</sup> January 2024**

**Please note there are no powered sites**

Application forms to be emailed to [yackandandah.ps@education.vic.gov.au](mailto:yackandandah.ps@education.vic.gov.au) or posted to:

Yackandandah Primary School  
39 High Street, Yackandandah 3749