



another stallholder, please set up correctly without spaces in between. All gaps between sites will be marked on the map. These requirements are subject to Covid-19 restrictions and stallholders will be notified of any changes. No stallholder shall have an exclusive right to a specific site.

### **TRAFFIC PARKING & VEHICLES ON SITE**

**Vehicle movement in the market site is prohibited 30 minutes before opening time and 15 minutes past closing time. This includes turning on a vehicle engine. Vehicles may only enter or exit the market site once bollards are removed by a member of the management team and only if safe to do so.**

Please do not park vehicles in surrounding streets as this does impact on the ability of shoppers to attend the market. Stallholders may also *not* park their vehicles on neighbouring private property without the property owner's permission. Onsite parking is limited and is at the ongoing discretion of the management team taking into account all relevant factors. No stallholder is guaranteed onsite parking.

To avoid traffic congestion and keep the market as safe as possible during the busy setting up and packing down periods please follow these instructions:

1. NO Reversing.
2. Stallholders in Cameron Street section to enter off Cameron Street, others off Cimitiere Street.
3. If located in **sites 1-12** please park to the right (to allow traffic through on your left), unload in a timely manner and move your vehicle before setting up your stall.
4. If located in **sites 13-21**, please enter and exit off Cameron Street and follow the arrows, park in front of your allocated site and unload as quickly as possible. Please move your vehicle off site by 7:30am, before setting up your stall.
5. If located in **sites 22-42** please enter off Cimitiere Streets, park to your right (to allow traffic through on your left) and unload your vehicle as efficiently as possible. Please remove your vehicle off site before setting up your stall.
6. If located in **sites 46-55** please ensure that you are set up between 7.15 and 8.45 am. Please do not move your vehicle before 12:45pm and only once the bollards are removed and all members of the public have left the market precinct.
7. No vehicles after 8am.
8. Please be aware that our team of volunteers will be setting up the public infrastructure in the central market squares from 7:15am which will impact on traffic flow.
9. At the end of the market day our team of volunteers will be taking down the public infrastructure in the central market area to facilitate the smooth movement of stallholder vehicles for pack down. Please look out for their safety.

### **SITE DIMENSIONS**

Sites available are 3m x 3m and as space is limited all stall furniture must be contained within these dimensions. Please ensure that you set up your stall to allow access during market hours. It is unfair to your neighbour to expect to use their stall as an entrance or exit. On big markets there is no extra space and all stalls must abut against each other unless a gap is indicated on the map. Stalls must be set up to ensure social distancing. These requirements are subject to Covid-19 restrictions. Double, powered and gas sites may be available on request and at an additional fee.

### **EQUIPMENT**

Stallholders are required to bring their own equipment including tents, shade structure and tables. All shades and shelters must be tied down and secured safely with weights on all corners in all weather conditions or be subject to immediate removal.

Where power is supplied, the stallholder must provide all power leads approved for outdoor use, from their site to the power source. All leads and electrical equipment must be for outdoor use and be tagged and tested annually with the stallholder's name on each item, before installation on site. Untagged leads or electrical equipment will not be permitted for use at the market.

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## **WASTE MANAGEMENT**

Harvest is committed to achieving zero waste targets. FOGO – Food Organic, Garden Organic – green bins are in use at the market for the collection of compostable waste generated during the operation of the market. All containers and packaging for use by the public at the market must be compostable.

Where beverages, are sold in glass and may be consumed on site, stallholders must make sure glassware is returned to them for recycling and not be put in rubbish bins supplied by Harvest. Harvest stallholders are responsible for maintaining Cimitiere/Cameron Streets Car Park in a clean and tidy condition.

All stallholders are responsible for removing their own rubbish, recycling and other waste products.

## **STAFFING**

Each stall must be staffed by a person(s) who has intimate knowledge of and direct involvement in the production of any items for sale. Ideally this will be the farmer or primary producer or family member. All staff must be listed on your application and if details change, the name and a description of the named persons involvement in all the processes of production, must be emailed to the management team before they can commence at your stall.

## **VOLUNTEERS**

Volunteer vouchers to the value of \$5 each is given to our volunteers who assist in setting up and staffing the market each Saturday. It is up to individual stallholders to decide if they wish to honour the vouchers. Please return vouchers to the Harvest Stall and they will be credited to the following months site fees.

## **WEATHER CONTINGENCY**

As this is an outdoor market there are no refunds or credits for adverse weather or any conditions that prevent the market from operating.

## **MARKET MIX**

Under the Harvest Charter, the market aims to have a high percentage of Fresh (primary) producers who have grown, reared, baked, caught, or smoked the product they sell. To ensure that there is a wide range of produce available to meet shopper needs, a number of Value-added and Ready-to-eat producers will be included in the market offering. Examples of eligible value-added produce include baked goods, jams and preserves, beverages, and oils.

It is expected that all members of Harvest Launceston, its employees and volunteers will, at all times, act with courtesy and respect towards each other and visitors to the market.

The Harvest Board reserves the right of final decision on the number, variety, fees and location of stalls, in line with the Harvest Charter. Harvest is a community space and all who attend are expected to behave with respect and care for each other. The Harvest Board reserves the right to cancel a Licence to Trade at any time if the stallholder breaches the Charter and/or market rules.

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