



BENDIGO COMMUNITY FARMERS' MARKET – OPERATING GUIDELINES

MARKET SITE

Williamson Street (Rosalind park end) Bendigo – just off Pall Mall. See attached aerial images.

In June, the Chinese precinct redevelopment in Bendigo will be completed. It is anticipated that the BCFM may consider moving location at that time.

TRADING HOURS

2nd Saturday of each month

9.00am-1.00pm

Set up from 7.30am (stallholders are required to stay until the end of the – no pack up prior to 1.00pm – if you sell out please do not pack up your site and leave a hole in the market – put a sign on your stall 'sold out-see you next time' or similar).

VEHICLES ON SITE

Stallholders who require their vehicles on site for cool room purposes must state this as a requirement on their application. All other stallholders are to unload their vehicles then park offsite in areas indicated by market volunteers on the day.

SITE FEES

\$30

\$35 with power

ATTENDANCE AND PAYMENT

No credits for non-attendance or allowances for on the day registration. Payment must be made in full prior to the first market attended then in advance for each following market.

SITE SIZE

3.5m x 3.5m

EQUIPMENT

Stallholders are required to bring their own equipment, tents, shade structure, tables. If power cords are to be used they must be tested and tagged as electrically safe.

MARKET MIX

The Market will aim to have a high percentage of primary producers who have grown, reared, baked, brewed, fermented, caught, smoked, pickled or preserved the product they sell.

To ensure that there is a wide range of produce available to meet shopper needs a number of value added producers will be included in the market. Preference will be given to value added producers that are farm based and use their own farm produce as core ingredients. Other value added producers will be encouraged to use local ingredients for their produce. Examples of value added produce which can be included are baked goods, jams and preserves and confectionery.

As a general principle no more than two stallholders will be approved to sell the same item. This applies to all produce and value added goods and to specific types of vegetables (e.g. hydroponic tomatoes, mushrooms).

The BCFM Committee of management will make the final decisions on the number, variety, rent and location of stalls. **The committee also reserves the right to withdraw invitation to any stallholder who does not comply with the state objectives or causes unnecessary conflict within the market**

SOURCE OF STALLHOLDERS

Priority for participation in the Bendigo Community Farmers' Market will be given to farmers/producers in the Bendigo Shire. However, where there is no-one in the Shire interested in selling a particular product vendors will be accepted from other areas with preference given to those closest in accordance with the principle of minimising "food miles".

STAFFING

Each stall is to be staffed by a person(s) who has intimate knowledge of and direct involvement in, the production process of any items for sale. Ideally this will be the farmer or primary producer or a family member.

Co-operative arrangements between groups of small local growers will be considered for a single stall; however, each grower will be required to staff the stall at least twice a year.

INSURANCE AND PERMITS

All stallholders will be required to be covered by appropriate product and public liability insurance.

All stallholders will be required to have necessary food handling permits approved by the City of Greater Bendigo.

WEATHER CONTINGENCY

As this is an **outdoor market there are no refunds or credits for weather.**



Bendigo Community Farmers' Market Registration for Market Site

Name:

Business/Trading Name:.....

ABN:.....

Property/Residential Address:

Postal address:

Phone:Mobile:

Fax:E-mail:.....

VFMA Membership No:

PRODUCTS: (please list All products you wish to sell at the Market)

CERTIFICATION:

Biodynamic Certified Yes No Certification Body:

Organic Certified Yes No Certification Body:

Minimal Spray Yes No Spray Records Available Yes No

Other (e.g. HACCP)

STALL REQUIREMENTS: (please circle)

Electricity required: Yes No

Other requirements

INSURANCE:

Insurance company.....
Policy number
Expiry date
(Note: current product liability insurance is a requirement of the BCFM)

Are you covered for public liability away from production site? No Yes
If yes please detail:
Insurance company.....
Policy number
Expiry date
(Note: Current public liability insurance is a requirement of the BCFM)

City of Greater Bendigo Food Handling Permit

Please attach a copy of your current permit with this application.

Incomplete applications will not be processed.

I have read and understood the Operating Guidelines for the Bendigo Community Farmers Market and agree to abide by them.

Signature

Name

Please forward you application , payment and accompanying documents to:

Bendigo Community Farmers Market
PO Box 1362
BENDIGO 3552

OR

Email to: info@bcfm

Cheques payable to Bendigo Sustainability group – BCFM

Or direct credit to:
BSB 633 000
Account 134278746
Account: Bendigo Sustainability Group
(please use reference – your name/BCFM)

Receipt will be issued once payment received.



Market Location



