

**BUSINESS INFORMATION**

Registered Business Name:

Applicant/Contact Name:

Business Address:

Mailing Address:

Telephone (tick preferred):  Mobile:

Fax:  ABN:

Email:

Website:

Facebook:

Twitter:

Other Social Media:

(Please tick the links you would like us to post in the stallholder list on our website) 

Note: Throughout this form, to check mark a box, please replace  with a capital X.

**BUSINESS PERSONNEL**

How far are you from Melbourne?

Who would regularly attend the market?  Owner:

(Please provide the names if possible)  Grower:

Family Members:

Hands-on Staff:

**TYPE OF APPLICATION**

Monthly:

Seasonal:  from  to

Occasional:  Last Minute

Rotation

When there is room

\* Please note that priority is given to businesses attending every month



## ALL SPECIALTY MAKERS, PROCESSORS, VENDORS

What proportion of your ingredients do you grow (0 – 100%)?  %

Where do you source your ingredients?  Other Stallholders  %

(Please provide names)

Growers in your area  %

Wholesale fruit/veg/fish market  %

Distributor/Supermarket  %

Other:  %

Do you make your products yourself?  Yes  No

If no, then who does and where?

## CERTIFICATIONS

Certifications/accreditations that are applicable to the produce you intend to sell?

Certification Type	Yes	No	Certifying Body	Cert. Number
Certified Free Range	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Certified Organic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Certified Biodynamic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

## INSURANCE

Do you have Public Liability Insurance?  Yes  No

Insurer:

Policy Number:

Expiry Date:

## POWER

Access to power is extremely limited at all markets and can only be provided to meet health regulations or if absolutely necessary. All equipment requiring mains power must be tagged and tested or the site management may refuse to permit the equipment to be powered.

Do you require access to power?  Yes  No

Is your equipment tagged and tested?  Yes  No

Date of last Test:

Equipment and Amps required:

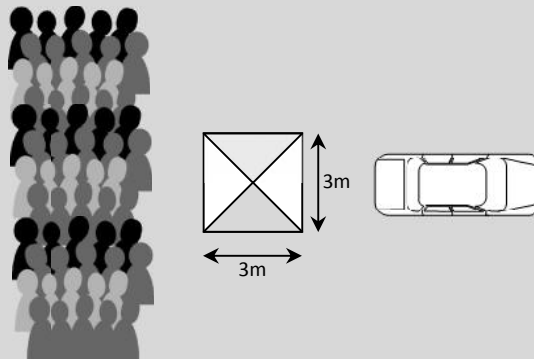
Do you intend to use a generator?  Yes  No

Is it genuinely silent?  Yes  No

## STALL LAYOUT

Do you require a vehicle at your stall?  Yes  No

The standard stall layout is sketched below. If your stall deviates significantly from that shown, please annotate this sketch to accurately reflect the plan view of the stall. Please include relevant dimensions.



## STATEMENT

If accepted, I will support the Bentleigh Farmers' Market and will comply with the Bentleigh Farmers' Market Regulations and also VFMA accreditation regulations as applicable. A trial period of 3 months is understood and the management reserves the right to not extend this agreement if I am unsuitable, breach regulations or the standard of conduct expected.

The information I have provided is true and I will advise management of any changes to my business, current market commitments, accreditation statuses or if I want to apply to add to my list of produce/product.

Name:

Signature:

Date:

Please keep a copy and return original form to Bentleigh Farmers Market,  
East Bentleigh Primary School, Bignell Rd, East Bentleigh, VIC 3165

## MARKET GUIDELINES

### What we stand for.....

- As a VFMA accredited market, Bentleigh Farmers Market is a predominately fresh food and produce market that operates every 4<sup>th</sup> Saturday of the month (except January).
- We provide a suitable environment for Victorian farmers and associated producers to sell their farm origin product and/or associated value added primary products directly to the local community.
- It is not a market for resellers, repackaged produce, arts and crafts (unless of clear farm origin) or bric-a-brac.
- At least 90% of stallholders must be either accredited or approved members of the VFMA. No more than 10% of the considered total may be approved without being accredited.
- Bentleigh Farmers Market is professionally run by the School Council of East Bentleigh Primary School. Funds raised from running the market primarily go towards running the school's Stephanie Alexander Kitchen Garden program.

### What you stand for....

- Have food you have grown, reared or fished yourself.
- Or have sourced fresh, predominately Victorian ingredients and processed them yourself
- Have a stall staffed by you or the people involved in the production.
- Have a commitment to attend both urban and regional accredited farmers markets.
- VFMA accredited or approved members.
- Keen to build strong community bonds through good food, cheery disposition and promoting best practise, high quality produce to valued customers.
- No plastic bags unless required to comply with health regulations.
- Upfront with clear prices on all items on your stall.
- Have requisite Food Preparation Permits.
- Have requisite Liability Insurance.

## APPLICATION PROCESS

The Bentleigh Farmers Market reserves the right to decline this application, and/or not accept any products for sale at the Market that do not adhere to our Market Mix Policy.

If your application is accepted, you will be informed in writing together with an invoice for the first market stallholder fee. The stallholder fee for Bentleigh Farmers' Market in 2013 is \$75 for a stall and (powered or unpowered). This fee includes the \$7 VFMA market day levy which pays for your membership to the association.

We look forward to seeing you there!

