

## EASTER MARKET BOOKING FORM Saturday 31<sup>st</sup> March 2018

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Tel (BH): \_\_\_\_\_ Email: \_\_\_\_\_

Product Description: \_\_\_\_\_

---

### All stallholders must be approved before they can book a site for the Easter Holiday market.

I am an approved stallholder for Port Fairy Community House Markets.

If not an approved stallholder you are required to complete a *New Stallholder Application Form* before any bookings can be made.

If any of your products have changed since your application was approved, you are required to complete a *Variation to Goods Sold Form* and have them approved.

#### Site Requests:

- Single site – 3m x 3m size       Double site – 6m x 3m size
- Site preference: Number \_\_\_\_\_       Site located next to stallholder \_\_\_\_\_
- Electricity (limited availability)       Use of own generator – must be quiet

I have supplied a current copy of my public liability insurance certificate of currency to the Market Coordinator

In submitting this Booking Form, I agree to abide by the Market policies and procedures (which can be viewed at [www.portfairycommunityhouse.com.au](http://www.portfairycommunityhouse.com.au)).

\_\_\_\_\_/\_\_\_\_\_/2018

Name of Primary Stallholder (print)      Signature of Primary Stallholder      Date

---

#### Office Space:

Site Number: \_\_\_\_\_  Notification sent \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Authorised by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Market	Site fee
Easter Market - Site fee paid before 28/03/18	\$50
Site Fee payment on day	\$55

Receipts will be emailed out to all stallholders on payment of site fee.

### Cancellation Fees:

	Cancel prior to market	Consequence
Easter Market	Prior March 20 <sup>th</sup> 2018	Payment refunded / credit held
	After March 20 <sup>th</sup> 2018	No refund or credits

### How can I make a payment?

By phone using a credit card	Phone the Community House Ph: 03 5568 2681 10 am – 1pm weekdays
By Direct Deposit	Acc Name: Port Fairy Community Group Inc. BSB: 063734 / Acc. No.: 10078718 Please use your name as reference.
By cheque or money order	PO Box 136, Port Fairy, 3284 or by dropping into Community House, Railway Place, Port Fairy, 10am – 1pm weekdays
By Direct Deposit at the Bank	Commonwealth Bank, Sackville St Port Fairy
By cash	Drop into Community House, Railway Place, Port Fairy 10am – 1pm weekdays

### Site Allocation

Site requests will be taken into consideration if possible however the final decision will be made by the Market Co-ordinator.