**MEENIYAN SQUARE**

**FRIDAY TWILIGHT MARKET SEASON 2019 – 20  
  
INFORMATION FOR STALLHOLDERS**

*(Please note this information applies to Friday Twilight markets only. For information about Sunday Farmers Markets please contact Regional Farmers Markets: Melissa Burge*[*mburge@rfm.net.au*](mailto:mburge@rfm.net.au) *. For information about Sunday Ute Beaut Makers and Car Boot Sales contact Helen Ritt 0422 687439)*  
**Thank you** so much for choosing to participate in our market. We hope you have a good experience and we are very open to constructive feedback. Please let us know how it goes.  
  
**Location:**Meeniyan Square, 94 Whitelaw Street (South Gippsland Hwy), Meeniyan, 3956 (Corner of Whitelaw and Hanily St) Vehicle access is via Hanily Street.  
  
**Times:**Bump-in is from 2pm – 3.30pm. Market starts at 4pm. Finish time is 8pm (flexible depending on trade). Packdown must be complete by 9pm and premises vacated by 9.15.  
  
**Your site:**We will let you know your site position when you arrive.

**Our Team:**Meeniyan Twilight Market team members are volunteers and we thank them for their time. They will endeavour to help you in whatever ways they can. Please be patient at bump in and bump out times when they are settling everyone in.  
  
**Vehicles:**All vehicles must be off the market area prior to market start other than food trucks or by prior arrangement. there is limited on-site parking at the rear of the site (first come first served) and plenty of parking on nearby streets. No vehicles may be driven on site between 3.30pm and 8pm (or later if advised). At other times max speed is 5km/h with headlights and hazard lights on. This will be strictly enforced.  
  
**Setting Up:**Please do not start to set up until you have checked in and verified your site with our team member.  
  
**Payment:**Cash will be collected on the day unless you have already paid by EFT. If you require a tax invoice please email us requesting one: hello@meeniyansquare.com.au  
  
**Water, toilets and handwashing:**Are at the public toilets across the road. Onsite water taps are available for caterers.

**Safety checklist:**  
Prior to commencement of trade our team member will complete the following on-site  
stall safety check-list with you:  
  
• All equipment in good condition  
• Stall set up to minimise risk of objects falling or causing harm  
• Public access ways kept clear  
• Electrical equipment has a current test tag  
• Gas equipment approved & in date; Energy Safe Vic self-checklist completed  
• Extinguisher or blanket available if operating cooking equipment  
• Streatrader Statement of Trade sighted (food stalls)  
• Liquor Licence and Responsible Service of Alcohol sighted (liquor stalls)  
• Current public liability insurance sighted  
• No pets, consumption of alcohol or smoking by stallholders at the stall  
• Waste from the stall disposed of by stallholder, not deposited in market bins

**Gas:**If you are using gas on-site you must comply with the Energy Safe Victoria code of practice  
<https://www.esv.vic.gov.au/wp-content/uploads/2016/10/Code-of-Practice-LPG-at-Public-events-20150401.pdf> . You must complete the attached Gas Safety Checklist (Appendix A – pages 31 and 32 of the code) to be presented for inspection on-site.  
  
**Weather:**A decision to not proceed due to extreme weather will be made no later than 3 hours before commencement time and will be communicated via email, phone and social media.  
  
**Emergencies:**Call 000. Inform Meeniyan Square site manager.  
  
**Terms and Conditions:**Your acceptance of our terms and conditions is a condition of participation. See <https://www.meeniyansquare.com.au/terms--conditions.html>  
  
**Queries:**Contact Jane Coker 0400 053266