



Before filling out the application form, please read the following information carefully:

- Stalls will be selected after all applications have been reviewed—they are not assigned on a first-come, first-served basis. To give your application the best chance, be sure to attach high-quality photos of your products, complete all required fields, and, if applicable, include a copy of your food license. Only clear, high-resolution images will be considered for advertising. Please note that we will be limiting the number of similar stalls to ensure a diverse selection.
- Email info@kinlochmarket.co.nz if you are having trouble sending any documents through the website.
- To ensure this fantastic annual event continues, we will be introducing ticketing for this year's Kinloch Market. Entry will be \$5 per adult, while primary school-aged children can attend for free. Plus, 20% of ticket proceeds will be given back to the Kinloch community through local charities.

Diagram illustrating a market path layout. The layout shows two rows of stalls, each with a car icon above it. The stalls are labeled "Market path". Dimensions are provided in feet: 2,000' for the length of the stalls, 2,000' for the width of the stalls, and 3m Stall for the width of the stalls.

4. Payment

- All payments must be made via internet banking.
- An invoice will be sent after your acceptance letter.
- To secure your space and avoid any issues, please reference your business name, Kinloch Market, and invoice number when making payment.

5. Stall Costs (including GST)

✦ Standard Sites (Gazebo + Vehicle Space)

- 3x3m – \$139
- 6x3m – \$229
- 9x3m – \$289
- 12x3m – \$309
- Food Trucks/Food Stalls (includes power) – \$269

✦ Additional Costs

- Shared Gazebo Space – \$60
- Oversized Vehicle Space – \$70

✦ Local charities & Non-Profits – FREE

To book a free site for your organisation, please email: info@kinlochmarket.co.nz

Fee Adjustments

Site fees have increased due to the high cost of running this large event. If you have any questions about stall fees or event costs, feel free to contact Kaz personally at:

✉ info@kinlochmarket.co.nz

6. Stallholder Cancellations

- More than 1 month before the market: 50% of the fee is required.
- Less than 1 month before the market: Full fee is required.

7. Event Cancellations

If the market is canceled due to circumstances beyond the organiser's control, 50% of the stallholder fee will be retained to cover months of preparation and unrecoverable costs. The remaining amount will be refunded.

8. Set-Up & Pack-Down

✦ Set-Up:

- Saturday, October 25 – Only self-contained vehicles may stay overnight. Setup on Saturday STRICTLY between 1:00 PM – 5:00 PM.
- Sunday, October 26 – If you arrive after 8:30 AM, you will not be allowed to enter the domain.
- Your exact time and space allocation will be sent closer to the event. Please specify on your application which day/time works best for you.

✦ Pack-Down:

- Begins at 4:00 PM on Sunday, October 26 (please give our market visitors time to leave and a chance for the roads to clear).
- Please do not drive out until the domain is clear of market goers.

9. No Dogs Allowed This Year

We love dogs, but due to the high volume of visitors, we kindly ask that you leave your furry friends at home.

10. Waste & Rubbish

- Stallholders are responsible for removing their own rubbish, including cooking oils and packaging.
- Waste recycling station and bins will be available for market visitors.

11. Power Requirements

- Power will be provided only to food vendors via a generator.
- All power cords over 1 year old must have a valid test & tag sticker from a certified technician.
- All appliances (chillers, warmers, microwaves, jugs, extension leads, multi-boxes, etc.) must be tested and tagged before market day.
- The market will provide an RCD (Residual Current Device) for electrical safety.

THE FINE PRINT

Prohibited Items

The following items cannot be sold at the Kinloch Market:

- ✗ Live birds or animals
- ✗ Fake or counterfeit designer goods
- ✗ Weapons
- ✗ Items associated with illegal drug use
- ✗ Offensive, counterfeit, or unauthorized products
- ✗ Cheap imported goods (stallholders must have some involvement in designing or making their products)
- ✗ Any other items deemed unsuitable by market management

Right of Refusal

Kinloch Market management reserves the right to decline or cancel any stallholder application if the stallholder, stall, products, or presentation is deemed unsuitable or detrimental to the market or its overall appearance. This decision is made at the sole discretion of Kinloch Market management.

Product Quality

We encourage all stallholders to bring only their best products to the market. Selling high-quality products with confidence and pride will naturally lead to more sales.

Food Safety & Hygiene Standards

All stallholders selling food must comply with Food Hygiene Regulations to ensure safe food handling.

📌 Key Requirements:

- Hands must be cleaned regularly using anti-bacterial sanitising gel or wipes.
- Perishable food must be stored at appropriate temperatures to prevent spoilage.
- Baked goods must be covered with a sneeze guard.
- All food must be individually packaged or covered to prevent cross-contamination.
- Tongs must be used to handle food—hands should never touch food directly. Gloves should be avoided if also handling money.
- If food is cooked onsite, it must be thoroughly cooked and served promptly to maintain safe temperatures.
- A copy of your current food registration certificate (for the premises where food is prepared) must be attached to your application or emailed to: kaz@marketcentral.co.nz.

Stallholder Area & Market Requirements

Licence of Area

- Each stallholder's right to use the Kinloch Market space applies only to their designated area.
- Kinloch Market reserves the right to use and manage all remaining property as needed.

Compliance with Regulations

- Stallholders must adhere to all laws, regulations, and bylaws related to their stall operation.
- Compliance with any licences, notices, or regulations from relevant authorities is required.

Stallholder Responsibilities

- Maintain your stall in a clean and tidy condition.
- Remove all stall waste at the end of the market—do not leave rubbish behind.
- Insurance

Insurance & Liability

Insurance

- Stallholders must not do anything that could void Kinloch Market's insurance or increase insurance premiums.
- Any additional insurance costs resulting from a stallholder's actions will be charged to the stallholder.
- Public liability insurance is recommended but not compulsory for participation in Kinloch Market.

Liability & Indemnity

- Stallholders participate at their own risk.
- Kinloch Market and its staff will not be held liable for any accidents, damages, or injuries occurring on market grounds.
- Stallholders agree to indemnify Kinloch Market against any claims, damages, or legal actions resulting from:
 - a. Negligence or misuse of the stallholder's allocated area.
 - b. Accidents or property damage caused by the stallholder or their team.