



WELCOME and thanks for applying to join us at

# The Kinloch Market

## Sunday 26th October 2025, 9-4 pm

Kinloch Domain  
(entrance for stallholders off Mata Place)

By applying to join the Kinloch Market, you agree to the Terms and Conditions outlined in this document.

**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](mailto: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.


Let us know if you have any questions—we're happy to help! [info@kinlochmarket.co.nz](mailto:info@kinlochmarket.co.nz) 😊


### 1. Booking a Stall

All stall bookings must be made through our website.

To apply for the Kinloch Market, please read this document first, then complete the Stallholder Application Form, which can be found under the 'Stallholders' tab

### 2. Market Day & Hours

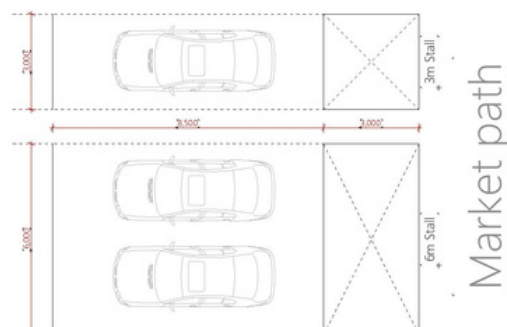
 Date: Sunday, October 26, 2025

 Time: 9:00 AM – 4:00 PM

(The 4:00 PM pack-down ensures most visitors have enough time to exit Kinloch.)

### 3. Parking & Site Guidelines

- Your gazebo and vehicle must fit within your designated site—this will be strictly enforced.
- The maximum total depth for a gazebo and vehicle is 8.5m. Please check your setup in advance, as the market organisers cannot be held responsible if it exceeds this limit.
- Larger vehicles and trailers must either:
  - Pay for an oversized vehicle space, or
  - Park outside Kinloch Domain.



#### **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](mailto: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](mailto: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 any stallholder application if the stall, products, or presentation is deemed unsuitable or detrimental to the market's 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](mailto: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.