

UNIVERSITY WEDNESDAY MARKETS



**9AM – 3PM, EASTERN AVENUE
EVERY SECOND WEDNESDAY DURING SEMESTER**



**UNIVERSITY OF
SYDNEY UNION**

LOCATION

Eastern Avenue, The University of Sydney

STALLS

All stallholders need to setup in their allocated space. You will be allocated a space and informed of this prior to the markets. A member of staff will be on site from 8am to advise you of your stall location. There are a number of walk ways, entrances to shops and buildings which must be kept clear.

OPERATIONAL TIMES

Spaces will be available from 7:30am, please do not set up your stall prior to 7:30am. All stall holders need to be completely set up by 11am. Stalls can be packed down from 3pm, all stalls need to be packed up by 5.00pm

ACCESS

Stallholders may be granted vehicle access to Eastern Avenue for the purpose of setting up or packing up their stalls but only at the discretion of the Union and the University of Sydney. All vehicle movement on Eastern Avenue must cease by 8am. Parking bays on University Place will be allocated for stallholders to unload.

LOADING ZONES

Parking bays on University Place will be allocated for stallholders to unload.

PARKING

The only parking available near and around the site is on campus University parking – there is no additional parking. If you wish to park on campus, please request a parking permit (\$11 per day – normally \$24 per day).

PUBLIC LIABILITY INSURANCE

All stall holders must have their own. A record of this must be attached to all booking forms.

MUSIC

Due to noise restrictions on campus, you are not permitted to play music from your stall. The Markets Stage will play quiet music throughout the day and live music will be performed from 1pm-2pm.

POWER

There will be no access to power from your stalls. You may request access to power, however this will cost you extra.

WET WEATHER

Stalls and activities will not be relocated indoors in the case of last minute wet weather. In the case of extreme wet weather the markets will be cancelled. You will be notified of this via email the day before the markets.

FEE

Participation in the Markets costs \$50 per stall. This fee is payable on arrival on the day.

DATES FOR SEMESTER 1, 2013

- 6 March
- 20 March
- 10 April
- 24 April
- 8 May
- 29 May

FOR STALL BOOKINGS AND ENQUIRIES

contact The ACCESS Desk on 9563 6000

email markets@usu.usyd.edu.au or visit www.usuonline.com

BOOKING REQUEST FORM

Please email this form back to markets@usu.usyd.edu.au or fax to 9563 6109

Tick the dates you would like to attend the Markets and whether or not you require an \$11 parking permit – which you can buy on the morning of the Markets.

<input type="checkbox"/> 6 March	<input type="checkbox"/> Parking Permit	<input type="checkbox"/> 24 April	<input type="checkbox"/> Parking Permit
<input type="checkbox"/> 20 March	<input type="checkbox"/> Parking Permit	<input type="checkbox"/> 8 May	<input type="checkbox"/> Parking Permit
<input type="checkbox"/> 10 April	<input type="checkbox"/> Parking Permit	<input type="checkbox"/> 29 May	<input type="checkbox"/> Parking Permit

TERMS AND CONDITIONS

This Booking Form does not constitute acceptance of your request by the USU (due to space limitations and USU policy restrictions). A booking confirmation and stall allocation will be forwarded if approved. Cancellations must be made in writing within 7 days of the Market date. All rates are as mentioned on the previous page. All Market stall holders must comply with the USU's Advertising and Sponsorship Policies (can be supplied upon request). All fees are payable on the day of the markets.

BOOKING CONDITIONS

- Booking a Market Stall Space does not include roaming sampling. There is no roaming sampling on campus at Market Days.
- Any waste left over in and around Eastern Avenue must be removed by you and taken off campus.
- No power will be available to market stall holders unless specified in advance. A fee for power will be incurred.
- All stall holders selling food at the markets will require prior approval and will also need to hold a current City of Sydney food license (this needs to be attached to the booking form)
- Student safety is paramount. All stall holders must display products on safe secure tables, racks or stands. No products can be displayed on the ground. Failure to comply with USU's requirements will forfeit your participation

* Parking Passes: These must be booked in advance. Parking passes do not guarantee availability of parking spaces on campus as parking comes on a first in, first served basis. Parking without a prepaid Parking Pass on campus costs \$24 per day (coins, no credit card). For more parking information please refer to the University's website.

Check box

Please tick: I have read the Booking Terms and Conditions attached and am authorised to make this booking.

Fillable Fields

Name (please print) _____

Name of people manning the stall on Markets day (if different) _____

Date _____

Mobile Number _____

Email Address _____

Product description _____

For further information contact:

The University of Sydney Union

markets@usu.usyd.edu.au | (02) 9563 6000 | usuonline.com