

**ARROWTOWN POST OFFICE MARKET DAY 2018
THURSDAY 27TH DECEMBER
10:00AM – 4:00PM**

STALLHOLDER CONTACT INFORMATION

Name:

Company Name (if applicable):

Address:

Mobile phone number:

email:

STALL INFORMATION

*Please note: we will not be providing powered sites. Please let us know if you will be bringing your own generator. All electrical equipment must be tagged and fit for purpose in a public space.

I will bring my own power source: (please tick)

What goods will you be selling?

Will you be selling any imported goods? If yes, please detail:

Our market day is intended to showcase locally made products. The organisers have the right to refuse a stall that stocks primarily imported goods.

**Please read the
information on the next
page**

Important information – please read carefully:

- **Stall sites are 3m x 3m**
- **Sites are \$60 each.**

1. Applications and payment must be received by the 30th November 2018. Email your application to us at arrowtownpostmarket@gmail.com

Your stall is not booked until payment is received. Stalls are \$60 each.

2. Stalls are allocated on a 'first in, first served' basis. If you have any requests as to your location, please ask. We will do our best to accommodate your request but we **cannot guarantee** your preferred space.

3. Volunteers will be on site from 8:00am on the morning of the market.

4. Payment is via internet banking. Please enter 'PO Market' and your name or company name as a reference. So that we can easily allocate your payment, ***please make sure that the name you enter is the same as the one on your application form.***

Our account number is: BNZ 02-0948-0017755-00

If you prefer to pay by cheque please post it with your completed application form to:

Lakes District Museum
49 Buckingham Street
Arrowtown 9302

Attn: Market Day

6. Once we have received your payment we will email your receipt to you. Stall numbers will be allocated in December.

If you have a food stall you **must** have a permit from the Queenstown Lakes District Council. If you are a community group you do not need a permit. We will send Food Safety information to you in due course
Contact them at www.qldc.govt.nz or call them on (03) 441 0499. You will need to have your permit with you on the day of the market.

Thank you for supporting the Arrowtown Post Office.