



**2. Organic Producers:** Please provide a copy of your current organic certification. If you are an organic producer without certification, please provide a detailed summary of your agricultural practices (ie biodynamic, permaculture principles).

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**3. Non-organic Producers:** Please provide a summary of all chemicals used on your property.

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**4. For Value-added producers:**

Please complete the Product and Ingredient matrix on the next page. You will need to show the full list of ingredients for each product sold, and where those ingredients are sourced from. Where appropriate, please indicate where ingredients are certified organic or biodynamic.

You will need to provide evidence of the purchase of your raw ingredients from the suppliers noted. For example, copies of receipts, orders or delivery slips are acceptable. Scanned copies or photocopies are acceptable.







**All applicants:**

Please attach a copy of your product liability insurance cover. You will not be able to trade or attend the market until a copy of your current insurance note has been provided to the Market Manager.

Council Registration Number for food businesses: \_\_\_\_\_

(NOTE: All stallholders must be registered with their local council as a food business before they can commence trading)

Have you done any Food Safety Training? (please circle) YES NO

Please attach a copy of any training certificates.

**General Information:**

How often do you intend to attend the Barossa Farmers Market? \_\_\_\_\_

Who will be manning (or womanning!) your stall? Please provide details of how they are connected with the production of your produce/products. Please note, if an employee of your business will be attending the market they must be fully conversant in the origins and processes involved with the growth or production of your product:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Subject to approval, when would you first like to attend the Barossa Farmers Market? \_\_\_\_\_

By signing below, please indicate that you have read and understood the Barossa Farmers Market Guidelines and Philosophy and Rules and Regulations and that you undertake, as a member of the Barossa Farmers Market, to accept and abide by these Rules.

Further, by signing below, you agree that the information provided in this application form is true and correct. You understand that false representations made in this application form may result in the Barossa Farmers Market Inc. revoking your membership.

**Signed** ..... **Date**.....

**Please return this completed application to:**

**Barossa Farmers Market PO Box 517 ANGASTON SA 5353**

**OR**

**[info@barossafarmersmarket.com](mailto:info@barossafarmersmarket.com)**



## **Barossa Farmers Market Guidelines and Philosophy**

### **Basic Guidelines & Philosophy**

- The Barossa Farmers Market is a regional market with its heart in the Barossa.
- It is a food only market - the only exceptions are potted plants, cut flowers, compost, wood & Christmas trees.
- There are no resellers. Those who grow or make the food sell the food.
- The provenance of food, or creating a connection between what we eat and where it comes from, underpins the whole market.
- The market promotes sustainable agriculture by giving priority to biodynamic, organic and minimal spray produce.
- We support the process of organic certification and as such only those producers who have certification can use the term 'organic'. Terms such as 'minimal spray', 'grown using organic methods' or 'spray free' are an acceptable alternative.
- We are working towards a plastic free market (within the parameters of food packaging laws) and encourage all producers to use natural materials, where possible.
- Genetically engineered foods (including animals knowingly raised on GE feed) cannot be sold at the market.



## Market Rules and Regulations

### 1. Location & Time

The Barossa Farmers Market is held once a week on Saturday mornings between 7:30am and 11:30am in Vintners Sheds on the corner of Nuriootpa & Stockwell Roads.

### 2. Membership

Membership of the Barossa Farmers Market is open to all farmers, gardeners, bakers, and cooks who produce what they offer for sale, and to community stakeholders and supporters of the Market. Producers who wish to be stallholders must be members of the Market; approval of stallholder applications is at the discretion of the Board of the Barossa Farmers Market.

### 3. Fees

Annual fee for stallholder membership is \$55.00, payable July 1<sup>st</sup> or pro rata after December 31<sup>st</sup>. Annual fee for non-stallholder membership is \$45.00 per household.

Payment may be made by cash or cheque (made payable to Barossa Farmers Market)

Late payment of fee after August 1<sup>st</sup> will result in suspension from Market until fee is paid.

This fee entitles members to:

- 10% discount at the Breakfast Bar and coffee station
- Apply for a stall at the Market
- Receive one coffee card( 10 coffees)
- Receive one market bag (new memberships only)
- Receive regular communications and other updates and offers, as they come to hand.
- Participate in Barossa Farmers Market meetings and be eligible to join the Board
- Publicity / promotion on our website and Facebook page.
- Personal/ product/ company information listed on website

### 4. Sites

Site fees shall be set by the Board and are subject to change from time to time. For the 2015/2016 Financial Year the site fees are as follows:

Weekly site fees are:

1 standard trestle inside: \$39

3x3m stall outside (must supply own gazebo and table) \$31.50

Permanent stallholders who attend each week will be entitled to one free week for each four weeks attended.



Electricity Use: There is a charge of \$3 per domestic appliance per market (microwaves, scales, heaters, fans etc).

There is a charge of \$5 per market for large scale commercial fridges.

**Bookings:** Both permanent & casual stallholders must confirm their bookings with the Market Manager by 10:00am of the Thursday prior to the market.

**Cancellations:** Site bookings can be cancelled up to 10:00am of the Friday prior to the market. Cancellations after this time or non-appearance without cancellation at a Market will mean payment of the site fee for that Market.

Please note: Stall placement will be at the discretion of the Market Manager.

*The Barossa Farmers Market reserves the right at any time to alter the size, shape and position of the floor plans as may be necessary.*

## 5. Vendors' Responsibility

- All vendors are expected to maintain the Market standards of freshness and high quality.
- Access to the site is from 6am to 12.30pm on Saturdays and from 2 - 6pm on Friday afternoons. The setting up of stalls after 7.30am is not permitted. Other times are available by arrangement with the Market Manager Mob: 0402 026 882
- Stalls must be open to view and properly staffed by the producer or competent representative during market hours (7:30am-11:30am). There is no pack down prior to 11.30am.
- It is the responsibility of the vendor to ensure their stall is clean, tidy, safe and well presented. In the event that the Market Manager is not satisfied with the cleanliness or presentation of a stall, a written warning will be given. Failure to rectify the problem will attract a penalty of \$30 per Market. In the event that the problem is not resolved by the Vendor, the Board reserves the right to suspend the Vendor's membership of the Market until such time as the problem is resolved.
- All vendors must comply with appropriate regulations (eg product labelling, food safety plan) and acquire any necessary licenses or permits for selling or producing their products. Copies of these licenses must be given to the Market Manager prior to selling at the Market.
- The Market is not responsible for refrigeration. Limited refrigeration can be booked in advance with the manager. Power is limited; therefore the introduction of additional powered appliances such as cash register, frying pans, heaters, fans, scales etc can only be done so upon discussion and arrangement with the Manager.
- All electrical equipment must be tagged and tested prior to use at the Market. The Market takes no responsibility for any electrical equipment used by the Vendors at the Market, including fridges. Vendors should ensure that their insurance coverage is adequate in the event of fridge failure.
- If a vendor is found to be reselling, they will be asked to leave the market immediately or remove the product from sale.
- There is a stallholder roster of tasks which must be completed at the beginning and end of each Market. It is the Stallholder's responsibility to ensure they are aware of their rostered dates and be ready and able to perform their duties. The Market Manager must be notified of any swaps

between stallholders. A failure to swap the rostered day, or complete the duties will attract a penalty of \$50.

- A producer may submit company/product /personal profile to the Manager for inclusion in the website

## 6. Products

- Produce must be grown or produced in the Barossa. Product not grown or sourced from the region will be approved at the discretion of the Board.
- Value added products must be based on locally grown content where possible and have ingredients clearly labelled. Please see attached labelling requirements; please ask if you need more information on labelling laws.
- All products sold at the Barossa Farmers Market must be grown or made by the member. Buying products for resale at the Market will not be allowed.
- Vendors must seek the approval of the Market Manager before offering additional products or produce for sale.

## 7. Packaging

- In keeping with the philosophy of the market paper bags are the preferred method of packaging. We are working towards a plastic free market (within the parameters of food packaging laws) and encourage all producers to use natural materials where possible.
- Where plastic packaging is required, biodegradable alternatives are encouraged and are available from Northland Packaging, Nuriootpa.

## 8. Grievances

- In the first instance, members must raise any concerns or grievances with the Market Manager.
- The matter may then be referred to the Board in the event that a satisfactory outcome cannot be reached.
- The relevant member has the right to attend the Board meeting at which the matter is to be discussed or may make a written submission.
- The decision of the Board will be final.

## 9. Hazardous food groups

The food is potentially hazardous only because the food has the potential to cause illness. The food is likely to become unsafe if it is not kept under temperature control.

The following foods are examples of foods that are normally potentially hazardous therefore must be refrigerated at the Market

- raw and cooked meat or foods containing raw or cooked meat, for example casseroles, curries, lasagne, and meat pies;
- dairy products and foods containing dairy products, for example milk, custard and dairy based desserts;
- seafood (excluding live seafood) and foods containing seafood;
- processed fruits and vegetables, for example salads and unpasteurised juices;
- cooked rice and pasta;
- processed foods containing eggs, beans, nuts or other protein-rich food, for example quiche and soya bean products; and

- foods that contain any of the above foods, for example sandwiches and quiches.

Note that some of the above types of foods will not be potentially hazardous because they have been manufactured to ensure they are not potentially hazardous. However, they will still require refrigeration for food quality reasons.

(Reference: Australia and New Zealand Food Authority Safe Food Australia Standard 3.2.2 A Guide to the Food Safety Standards second edition January 2001)

#### **10. Labelling Requirements.**

Food labelling requirements as gazetted 20th December 2002.

Please ensure the labelling of your packaged goods is compliant as per the following.

**Label requirements-** (below is an example)

**Product Name:** Alli's Delight

**Product Description:** Apple Cake

**Ingredients:** Flour, Milk, Eggs, Apples (10%), Butter

**Net weight:** 250g

**Origin Statement:** Made in Australia

**Best Before/Use by:** 05 Jan 08

**Lot Code:** 05 Jan 07

**Storage Requirements:** Store in a cool dry place

**Manufacturer's physical address;** 5 Yummy St, Tasteville

A Nutritional Panel is also required. See below. For more detailed information log on to the Food Standards website [www.foodstandards.gov.au](http://www.foodstandards.gov.au) or contact the Market Manager.

<b>NUTRITION INFORMATION</b>		
<b>Servings per package: (insert number of servings)</b>		
Serving size: g (or mL or other units as appropriate)		
	Quantity per Serving	Quantity per 100g (or 100mL)
Energy	kJ (Cal)	kJ (Cal)
Protein	g	g
Fat, total	g	g
– saturated	g	g
Carbohydrate	g	g
sugars	g	g
Sodium	mg	mg
(insert any other nutrient or biologically active substance to be declared)	g, mg, µg (or other units as appropriate)	g, mg, µg (or other units as appropriate)

## 10. Amendment of Rules and Regulations

The Board reserves the right to amend these Rules and Regulations from time to time.

## 11. Neighbouring regions

Vendors from outside the Barossa Region are required to display a sign showing their business name and region of origin. Signs will be provided by the Market; alternatively Vendors may submit a sign for the approval of the Market Manager. Failure to display the sign clearly will attract a penalty of \$30 per Market.

## 12. Disclaimer of Liability

Stall holders agree to indemnify the Barossa Farmers Market from any damage, expense or liability arising from any injury or damages to any person, including the general public, the vendor or others, occurring either in the space occupied by the participant or elsewhere arising out of its occupancy or anything connected with the occupancy. The Barossa Farmers Market will not be liable for any loss or damage to the property of the participants due to fire, robbery, accidents or any other cause whatsoever that may arise from use and occupancy of the site.