



Heart of Craft and Art

Proudly bought to you by
The Lions Club of Berowra Inc



**Sunday 26 April 2026: 10am-4pm at the Berowra District Hall,
corner Berowra Waters Road and Crowley Road, Berowra**

TERMS and CONDITIONS

Stallholders are required to submit what types of items/food will be sold on their stall in their *Prospective Stallholder Application Form*. Stallholder participation is solely at the discretion of the Club Service Chairperson.

1. Stallholders are to provide own equipment unless otherwise organised with the Club Service Chairperson.
2. Public safety and protection of products:
 - a to avoid damage to paintwork, woodwork and fittings, stallholders may not use tape, adhesives, nails, screws or any other means to attach any decoration, notice or other item to any part of the building without permission;
 - b tables and chairs will be supplied and placed by the Lions Club of Berowra and set up by the stallholder;
 - c tables and chairs should not be moved from the original plan and not from the District hall, which will be emailed to you prior to the event if you are a successful stallholder;
 - d there is no supply of electrical power to the stall unless expressly requested.
3. Please specify any individual requirements for your stall.
4. Ensure your activities do not endanger the safety or security of others at **Heart of Craft and Art**
5. Sell only the products, and/or provide the services as stated on your *Prospective Stallholder Application Form*.
6. Food vendors must display appropriate food safety signage to allow customers clear and informed choices regarding their purchases.
7. Keep the site clean and remove all rubbish, materials, etc. at close of trading
8. Obtain all workers' compensation, food safety, OH&S, etc. licences, certificates and insurances. Documents must be on-site and available for inspection. All products and equipment must comply with all relevant safety and compliance standards. The stallholder is responsible for the safety of their employees, staff, agents, etc. that may occupy the stall.
9. Provide copies of valid insurance *Certificates of Currency* to the Club Service Chairperson.
10. Present your stall to the highest standard and comply with the instructions of the Club Service Chairperson.

Note: the Berowra District Hall does not have its own toilet facilities or car park. The adjacent toilets and car park may be used by persons attending the Hall, but the stallholder acknowledges

that they are public facilities managed by Hornsby Shire Council and must remain open to the public at all times.

Stallholders shall NOT:

- 1 sub-let/share their site without the prior approval of the Club Service Chairperson;
- 2 sell drugs, obscene/illegal/pornographic material, firearms/weapons, cigarettes, aerosol/spray paint or any goods that infringe copyright or feature trademarks that are not legally affixed;
- 3 attach permanent markings, fittings or fixtures to any surface/structure/tree nor prune/damage any tree at Berowra District Hall.

Insurances:

Stallholders must have the relevant insurance/s and submit with the *Prospective Stallholder Application Form*. The Insurance certificates must also be available for inspection at the event. The stallholder acknowledges that neither Hornsby Shire Council nor the Lions Club of Berowra Inc. provides public liability insurance coverage of the stallholder's activity at the Hall, and that if such insurance is required, it is the stallholder's responsibility to arrange it.

Stall Fee: \$50 per stall

Stall fees must be paid in full to confirm booking. Electronic payment details will be sent via email once registration has been approved.

Stall cancellation – No refund given two weeks prior to event.

Bump-In/Out – Set up 8.30-9.45am and pack up 4-4.30pm.

All Stalls to be set up no later than 9.45am or entry may be refused.

Parking – Please note stallholders are to park vehicles away from the District Hall car park after unloading to avoid a congested carpark for customers

Indemnity – The **Club Service Chairperson**, the Lions Club of Berowra Inc and Hornsby Shire Council are indemnified by the stallholder against:

- all claims in relation to theft of, or damage to, stallholder product/property;
- stallholder failure to trade or sell product/service; and
- any third party and/or personal injury/property damage caused by stallholder negligence of service/product/property at the Berowra Lions Club, ***Heart of Craft and Art***.

The Club Service Chairperson:

- reserves the right to amend these Terms and Conditions as required;
- will not, unless required by law, provide or sell your personal details to any third party;
- retains the right to refuse entry or evict any stallholder/s who do not comply with these Terms and Conditions.

Enquiries – **Ros Fuller, Club Service Chairperson, Lions Club of Berowra Inc.**

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