

Request for a Full Time Site

Please read the Full Time Stall Holder's Policy and Procedures before filling out this form. You must return this form with a certified copy of your Product & Public Liability Insurance Policy to request/secure a Full Time site at the Kingsbury Drive market located at La Trobe University.

Stall Holder Information	
Name	
Address	
Telephone (Home)	
Telephone (Mobile)	
E-Mail	
Fax	
Emergency notification contact	
Emergency notification phone	
<p>I have attended 12 consecutive weeks of markets (Note: receipts must be viewed and then signed as witnessed below by the Market Manager before this form is forwarded to DVCS).</p> <p>Signed: _____ Date: __/__/__</p> <p>Market Manager</p>	
Market Site Fees 1 site = 1 car park bay (2.5 x 5m approximately)	
Full Time Site Fees (please tick the number of sites you require)	Product/s you intend to sell:
<input type="checkbox"/> 1 car park site = \$70.00 per month	
<input type="checkbox"/> 2 car park sites = \$140.00 per month	
<input type="checkbox"/> 3 car park sites = \$210.00 per month	
<input type="checkbox"/> 4 car park sites = \$280.00 per month	
<input type="checkbox"/> 5 car park sites = \$350.00 per month	
Stall Booking Information	
<p>DVCS must receive: a certified copy of your Product and Public Liability Insurance which covers:</p> <p>Food stalls: current Certificate of Registration of Food premises</p>	<p>Minimum \$20 million for each, and</p> <ul style="list-style-type: none"> Diamond Valley Community Support Inc. must be listed as a 'co-insured' on your policy

Your request is not valid unless you sign below:

I, _____ (print name) have read the Kingsbury Drive Community Market Full Time Policy & Procedures and agree to these terms and I understand that I will be placed on a waiting list until a Full Time site becomes available.

Signed: _____ Date: _____

Official Use Only	
Date received:	<input type="checkbox"/> Received certified copy of P&PLi Policy <input type="checkbox"/> Certificate of registration of food premises <input type="checkbox"/> Entered on Stall Holder Waiting List __/__/__ <input type="checkbox"/> Received at Accounts __/__/__
Viewed by:	