

## AUGUSTA MARKETS FREQUENTLY ASKED QUESTIONS

The Augusta Markets is a community event which is generally held biannually. An initiative of Regional Development Australia Far North and the Port Augusta City Council, this major event aims to reinvigorate the Commercial Road precinct and support local businesses. Marketing of Augusta Markets is funded through stall fees and the generous support of Business Port Augusta.

### Important dates

Registrations open on **20 February 2017** and close on **31 March 2017**. All registrations must be done online and payment made at time of booking.

Stallholders will be notified of acceptance and stall location by **Friday 7 April 2017**.

Copies of Public Liability Insurance to be received by RDAFN no later than **Wednesday 12 April 2017**.

Stallholder packs including set up instructions and site map to be sent out by **Friday 14 April 2017**.

### Where are stalls located?

Augusta Markets is a kerbside extravaganza. The footpath is generally reserved for existing Commercial Road and permanent Port Augusta traders.

Casual and visiting stallholders may be located on the road to ensure clear and unimpeded access for Commercial Road traders. Augusta Markets are a street stall so it is imperative that you supply your own gazebo/shade structure that can be weighted.

### What size are the stalls?

The standard size is 3m x 3m with the maximum size being 6m x 3m per site. You must ensure that you book the right size space at the time of registering to ensure adequate space is provided.

### Can I access power?

All sites are offered as unpowered. There are no roadside power outlets in Commercial Road, therefore supply is at the discretion of existing business and cannot be guaranteed. If you do require power, we can refer you to an existing business and it is your responsibility to negotiate access to power supply.

### Do I need insurance?

It is a requirement that stallholders have public liability insurance. The industry standard based on the level of risk for an average event is \$10 million coverage.

Please contact your insurance company and make any arrangements to ensure your activities at Augusta Markets are covered. Some insurance policies require additional insurance to operate outside of your normal premises. If you do not already have public liability insurance, you must organise it. For more information, contact the Event Coordinator on 8641 1444.

### What are the requirements when selling food?

The Food Act 2001 and Food Safety Standards contain requirements for all food businesses. All businesses involved in the Augusta Markets are required to complete and return this form if they plan to serve food at the event, outside of their normal premises. For more information or to acquire a form please phone the Port Augusta City Council on 8641 9100 or download **here**.

If you are serving any kind of food, it is imperative that all food safety practices are adhered to in accordance with the Food Act 2001. All parties involved in the serving of food are responsible for complying with these legislative requirements.

Council Environmental Health Officers may carry out inspections of temporary food stalls during the event. Council's Environmental Health Team can provide resources and practical advice for managing food safety at events including:

- Provision of hand washing and other facilities at events
- Provisions of appropriate stalls for serving food
- Food handling best practice
- Food temperature control
- Food storage, display and transportation
- Cleaning of work areas and equipment

RDA Far North is required to notify Council of any food being served at the event; if you are serving and selling food please indicate this on the stallholder registration form.

### Can I use amplified sound or loud-hailers?

Augusta Markets offers main and auxiliary stage entertainment. For the comfort of visitors and other stallholders, no music system or amplified sound, other than those specified and approved in your application, is to be used by the stallholder.

### Registration checklist

Registrations are online

For manual registration, contact RDAFN for a hard copy application form.

Please ensure you have:

- Payment ready at the time of registration.
- Read and understood the permit Terms and Conditions
- Completed a Food Business Notification Form (if selling food)
- Forwarded a copy of your Public Liability Insurance Certificate of Currency.

If you are having difficulty paying online please call into the RDA Far North office at 2a Stirling Road, Port Augusta and staff will assist you.