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MINDIL BEACH SUNSET MARKET ASSOCIATION (MBSMA) NEW ARTS, CRAFTS & SERVICES APPLICATION

Applications for Licence to Trade at Mindil Beach Sunset Markets are Open November 2018
 and will be accepted until Friday 19th January 2019

Date of Application ____/____/____ Date Received ____/____/____

SECTION 1 – BUSINESS DETAILS

Stall Trading Name: _____

Stall Owner: _____ Mobile: _____

Additional Stall Applicant: _____ Mobile: _____

Registered Business Name: (if applicable) _____

<input type="checkbox"/> ABN: _____	Or	<input type="checkbox"/> Hobby Business
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Postal Address: _____

Email: _____

Social Media/Website: _____

Vehicle Registration Number: 1: _____ 2: _____

SECTION 2 - STALLS THEME & SPECIFICATIONS

1. What category does your stall fall under? (maximum of two categories)

<input type="checkbox"/> Clothing	<input type="checkbox"/> Shoes	<input type="checkbox"/> Jewellery	<input type="checkbox"/> Toys	<input type="checkbox"/> Personal Accessories
<input type="checkbox"/> Leather Goods	<input type="checkbox"/> Hats	<input type="checkbox"/> Homeware & Giftware	<input type="checkbox"/> Art/ Photography	<input type="checkbox"/> Skincare
<input type="checkbox"/> Tourism	<input type="checkbox"/> Activities	<input type="checkbox"/> Services e.g. Massage	<input type="checkbox"/> Indigenous Product	<input type="checkbox"/> Other _____

2. Explanation of Stall Products or Services:

SECTION 3 – STALL REQUIREMENTS

STALL SIZE THURSDAY:

Frontage: _____ m X Depth: _____ m = total _____ m²

STALL SIZE SUNDAY:

Frontage: _____ m X Depth: _____ m = total _____ m²

You are required to complete a Stall Alteration form if you make any changes to your stall set up. All changes need to be approved by the Management / Operational Team.

SECTION 4 – ELECTRICAL & GAS

To comply with Government Regulations all stallholders must meet certain requirements at all markets and shows in the Northern Territory. All electrical items must be tested and tagged. All gas appliances, regulators, connectors and hoses must be of an approved design that complies with Australian Standards. Gas bottles and equipment must have a gas compliance certificate or plate.

If requirements are not met, appliances will be disconnected until compliance is achieved.

ITEM	NUMBER
Lights – (Spot lights)	
Lights – (Fluoro, LED, Energy saver lights)	
Small Appliances – Fans, iPod speakers, Laptop or iPad, Cash registers, Eftpos machine, Phone chargers	
Medium Appliances – Microwave, Blender, Coffee machine, Rice cooker, Stove plates, Toaster, Grill, Kettle	
Large Appliances – Fridge, Freezer, Bain marie	
Extra Large – Cold room, Fryer	
Other (please specify) -	

SECTION 5 – FEES & PAYMENT

An invoice for total yearly site rent will be issued prior to trade commencing. Your payments will be taken off this total. Statements will be issued with your account balance during the year and your balance will be available upon request. Invoices may be paid on an Annual, Monthly or Weekly payment plan. Full payment up front by the 31st March will attract a 10% discount. Full Payment of fees is to be made by the end of September 2019

- Annual prepayment - Payments received by 31 March 2017 (10% discount on site rent)
 - Monthly Direct Debit - Payments received by last day of month prior to trade
 - Monthly Payment - Payments are to be received by last day of month prior to trade
 - Weekly Payment - Payments are to be received by last day of month prior to trade
 - Weekly Direct Debit - Recurring weekly payments one month in advance
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SECTION 7 - SUPPORTING DOCUMENTS for LICENCE to TRADE

The following documents will need to be provided for the Licence to Trade Agreement (LTT) to be completed. The LTT is supplied by the Management / Operations Team and signed by the Manager and Stallholder before commencement of Trade.

SUPPORTING DOCUMENTS – MEMBER TO ATTACH THE FOLLOWING	
1. Copy of Drivers Licence or Photo Identification Provided	<input type="checkbox"/>
2. Certificate of Currency for Public and Product Liability (Craft Stalls \$10 Million Cover)	<input type="checkbox"/>
3. Copy of Business Registration Provided (if applicable)	<input type="checkbox"/>
4. Import Licenses Provided (if applicable)	<input type="checkbox"/>
5. Proof of Right to Work in the NT (if applicable)	

OFFICE USE ONLY	
Date:	
Application Complete	<input type="checkbox"/> Yes <input type="checkbox"/> No
Supporting documentation provided	<input type="checkbox"/> Yes <input type="checkbox"/> No
Licence to Trade Approved	<input type="checkbox"/> Yes <input type="checkbox"/> No