

Handmade Children's Markets

ABN: 69568670820

Fundraiser Guidelines 2011



The Handmade Children's Markets has a strong community focus and strives to support local schools and community groups through donations, advertising and by providing fundraising opportunities.

We are looking for local groups that wish to raise funds for children within the community to run a \$2.50 sausage sizzle at the Handmade Children's Markets in 2011. An opportunity to run a cake stall is also available.

Please consider the guidelines below and contact Tash on 0424958630 or tash@handmadechildrensmarkets.com if you are interested or would like more information.

2011 Handmade Children's Market Dates:

Saturday February 19, March 19, April 16, May 21, June 18

Times:

10:00am – 2:00pm (you can setup from 9:00am, be ready to go by 10:00am, and packed up by 2:40pm)

Costs:

Sausage Sizzle -\$2.50

Cakes – up to you to set the prices.

Location:

Melville Civic Centre Main Hall, 10 Almondbury Rd (Entry off Davy St), Booragoon WA. (Behind Garden City shopping centre)
The sausage sizzle (and cake stall) will be set up outside the Main Hall, in the Melville Civic Centre

City of Melville Food Stall Registration:

This needs to be filled out and sent to the HCM Manager or directly to

Tony Portelli
Environmental Health Officer
City of Melville
10 Almondbury Rd
Booragoon WA 6154

Tony.Portelli@melville.wa.gov.au

Phone: (08) 9364 0279

Fax: (08) 9364 0285

You need to supply:

- Sausages and onions
- Serviettes
- Sauces
- People/staff to run the stall. Children must be supervised by a competent adult.
- Table cloth
- Sign displaying what you are fundraising for
- Hand sanitiser
- Gloves

You can hand out advertising material promoting your cause and/or playgroup/daycare/school etc.

Please make sure stall is neat and presentable at all times, and that food is hygienically handled.

Please make sure your stall is clean when you leave with no rubbish left behind. Bins and a skip bin will be available at the site.

Supplied for you:

- Gas bottle
- Cutting boards, knives and tongs
- Barbeque
- Table

Insurance:

Please provide a copy of your public liability insurance.

If you do not have public liability insurance, or if your insurer does not agree to you the sausage sizzle, cover is available from the Handmade Children's Markets for the day (fee waived).

Indemnification and limitation of liability

The Fundraiser must indemnify, reimburse and hold harmless the Manager against any expenses, damages, claims, judgments and other liabilities arising from the Fundraiser's acts or omissions occurring either on the Premises or elsewhere arising out of its occupancy or any thing connected with these Guidelines.

The Manager is not liable for any loss or damage to the property of the Fundraiser due to any acts of God, fire, robbery, accidents or any cause whatsoever that may arise from use and occupancy of the Premises.

The Manager is not liable for any damages or losses, whether direct, indirect or consequential, resulting from or relating to the failure of the Fundraiser to comply with the provisions of these Guidelines.