



SALAMANCA MARKET CASUAL STALLHOLDER APPLICATION FORM



PART A. PERSONAL DETAILS (Must be completed in full)

Family Name			
Given Name(s)			
Business / Company Name			
Registered Partners / Directors (if applicable)			
ABN Number (if applicable)			
Postal Address (all correspondence will be sent to this address)			
			Post Code
Residential Address (if different from above)			
			Post Code
Telephone (business hours)			
Telephone (after hours)			
Mobile			
Facsimile			
Email			
Website Address			

HAVE YOU BEEN A STALLHOLDER AT SALAMANCA MARKET IN THE PAST?

Yes No

If yes, please outline specific details of your attendance:

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.....
.....
.....
.....

HAVE YOU EVER ATTENDED OR ARE ATTENDING OTHER MARKETS WITHIN TASMANIA?

Yes No

If yes, please outline specific details of your attendance:

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.....
.....
.....
.....

PART B. PROPOSED PRODUCT LINE/S

WHAT ARE THE TARGET MARKET/S FOR YOUR PRODUCT LINE/S? (please tick one or more boxes):

- Local residents (Hobart and surrounds)
- Visitors from within Tasmania
- Visitors from other areas in Australia
- Overseas visitors

All applications will be assessed in regard to the following selection criteria:

Design and/or Production: Degree to which the product was designed, devised or produced (including grown or manufactured) by the applicant. Equal weight is given to design and production.

Quality and Innovation: Quality of product including packing and/or presentation of product. This includes consideration of the product’s innovation, its use of material, design or other attributes, including use of environmentally sustainable materials or production practices, including packaging. Consideration is also given to the use of correct labelling including place of manufacture.

Product Mix: Consideration of how the product may add value to the Market’s product mix and diversity.

Tasmanian Content: The level to which the product is manufactured grown or produced in Tasmania; or made from raw Tasmanian materials or materials sourced in Tasmania.

PART C. SUPPORTING MATERIAL

You **MUST** provide six (6) quality images, clearly and accurately representing the proposed product lines/s.

Each image must be a minimum size of 150 mm x 100 mm. Images must be attached to, or printed on A4 sized paper.

NOTE: Applications with loose photographs in envelopes, mini photo albums or presented loosely in plastic sleeves will not be accepted. Images on CD/DVD also cannot be accepted. **SAMPLES OF PRODUCTS ARE NOT REQUIRED UNLESS REQUESTED.**

You must also detail any relevant qualifications that you may hold as they are relevant to your product/s. This is particularly important in regard to services such as remedial massage.

You must also detail and provide documentary evidence of any licensing agreements in relation to product trademarks that relate to your product/s.

A copy of your current Drivers Licence or other suitable identification must be provided.

CHECK LIST (please tick boxes as required):

- | | |
|---|--------------------------|
| Documentation of product line/s as requested | <input type="checkbox"/> |
| Copies of any relevant qualifications you may hold | <input type="checkbox"/> |
| Any licensing agreements in relation to product trademarks | <input type="checkbox"/> |
| Copy of your current Drivers Licence or other suitable identification | <input type="checkbox"/> |

PART D. PRIVACY

Some of the information collected on this application form; that is your name, business name, telephone, email, website and other business details, may be disclosed to members of the public and the media for the purposes of promoting the Market and its activities. The Council will also use your mobile and email contacts for important communication activity as part of its management of the Market.

Apart from these circumstances, the information collected will not be disclosed to any individual or organisation without your consent, unless the disclosure is required by Law. Personal information or any other relevant information obtained by the Council, will be maintained in accordance with the Council's Information Privacy Policy – 5.01.02.

If you would like to request access or update any of the information collected on this application form then you may contact the Market Co-ordinator on the contact details listed below.

Where you have provided us with personal information relating to other individuals, we encourage you to inform those individuals that you have provided this information to the Hobart City Council.

PART E. DECLARATION

Incomplete application forms (such as an unsigned application or an application unaccompanied by appropriate identification) will not be considered for assessment and will be returned to sender. Emailed or faxed applications cannot be accepted.

- All the information I have given on this form is true and correct, and
- I understand that giving false or misleading information is a serious offence, and
- I confirm that I have read this application and acknowledge the collection and use of my personal information as detailed above.

Your Signature: **Date:**/...../2009

Applications must be submitted to:

Market Co-ordinator
Hobart City Council
GPO Box 503
HOBART 7001

**Applications must be received by no later than the close of business
Monday 2 February 2009.**

For further information contact:

Market Co-ordinator
Telephone: (03) 6238 2843
Email: oldfieldc@hobartcity.com.au