



## Expression of Interest: ICYS Youth Market

During National Youth Week 2015 ICYS will be hosting a Youth Market. This is an opportunity for young people to showcase their skills by providing homemade items for sale.

Market Options	
I would like to: (tick one)	<input type="checkbox"/> Sell Homemade Items <input type="checkbox"/> Busk/Perform <input type="checkbox"/> Provide Activities
I would like to raise money for: (tick one or both)	<input type="checkbox"/> Myself <input type="checkbox"/> ICYS Ipswich Community Youth Service (There is no expectation that you raise money for ICYS)
Applicant Details	
Stall/Business/Product/Performance Name	
Name/s and age/s of all Stallholders/Performers	Name: <input type="text"/> Age: <input type="text"/>
	Name: <input type="text"/> Age: <input type="text"/>
	Name: <input type="text"/> Age: <input type="text"/>
	Name: <input type="text"/> Age: <input type="text"/>
Main Contact Person	Name: <input type="text"/> Phone: <input type="text"/> Email: <input type="text"/>
Stall Product Details (if applicable): 1. What are you selling? 2. How much are you selling it for? 3. How much stock will you have?	
Busking Performance Details (if applicable): 1. What type of performance are you offering? (dance, theatre, music etc.) 2. How long would you like to perform for?	
What equipment will you require for your stall/performance?	

### Important Stallholder/Performer Information

- The ICYS Youth Market will be held in **Darcy Doyle Place, Ipswich on Friday 10<sup>th</sup> April 2015** and will be open to the public from 3pm til 6pm.
- All goods being sold must be homemade by the young person/people operating the stall, not by parents, guardians or older siblings. Goods from commercial/professional businesses may not be offered for resale.
- One trestle table and one marquee will be provided for each market stall. No electricity will be available. Stallholders will need to ensure their stalls will be self-sufficient. Stallholders are also responsible for providing change for their customers. A “float” is highly encouraged.
- Parents/Guardians of young people are responsible for determining if supervision at the Markets will be necessary for their young person/people. ICYS Ipswich Community Youth Service will are not adequately staffed to provide individual supervision of young people and will not be held responsible for this.
- Stallholders are required to present to Darcy Doyle Place **between 2:00 and 2:15pm with all required equipment** to set up your stall and goods. Your stall must remain open for the duration of the market (unless prior arrangements have been made) and you are responsible for packing up and taking your goods with you and disposing of any rubbish your stall may produce. ICYS Ipswich Community Youth Service will not be held responsible for any lost property. It is expected that pack up should take no longer than 1 hour, meaning stallholders should be vacated by **7pm at the latest**.
- Buskers are required to arrive **no later than 30 minutes prior** to your agreed time slot **with all required equipment**.
- **The cost of each stall or busking spot is \$5** which constitutes a donation to ICYS Ipswich Community Youth Service. This donation is tax deductible and will go directly towards assisting ICYS to support young people in your community. The donation is payable upon acceptance of your stall/busking spot **and must be paid to secure your spot**
- **Please note that stallholders are unable to sell food items due to food licensing laws.**

### Memorandum of Understanding (MOU)

By signing this agreement, ICYS Ipswich Community Youth Service Inc. agrees to:

- Provide the requested equipment (if available and appropriate)
- Provide a designated space in Darcy Doyle Place, Ipswich
- Provide instructions and assistance for setup where required/appropriate
- Provide public liability insurance to the amount of \$30 Million

By signing this agreement, the stallholder(s)/performer(s) and their parent(s)/guardian(s) agree to:

- Pay the required Stallholder/Performer fee
- Provide the necessary equipment if not provided by ICYS
- Arrange your own transport to and from the event
- Arrive at Darcy Doyle Place at the agreed time and remain there for the agreed period
- Notify ICYS of any anticipated absence, late arrival or early departure prior to the commencement of the event
- Provide and operate under adequate supervision where deemed necessary by a parent/guardian
- Only sell goods created or obtained via legal means

- Conduct yourself in a polite, professional, law abiding manner appropriate to the market setting. ICYS and its staff will not tolerate unruly behaviour
- Respect ICYS staff, volunteers and other stall holders and performers
- Be responsible for your own stall, goods and money. While we will do our best to discourage criminal behaviour such as theft, ICYS holds no responsibility for loss of property, goods or money. Suspected theft and/or criminal behaviour will be reported to the Police

I/We \_\_\_\_\_ agree to all the above terms and conditions.  
(Stallholder/Busker name/s)

Signed \_\_\_\_\_  
(Signature of all Stallholders/Buskers)

**Parent/Carer Consent (for participants aged under 18 years)**

I/We \_\_\_\_\_ agree to all the above terms and conditions, and duly  
(Parent/Carer name/s)  
authorise our child/ren to attend the ICYS Youth Market and hold a stall/perform.

Parent/Carer contact number: \_\_\_\_\_

**Form Return Options**

<p><b>Email</b> info@icys.org.au</p>	<p><b>Post</b> ICYS Ipswich Community Youth Service PO Box 1034, Ipswich QLD 4305</p>	<p><b>In Person</b> To the Youth Support Coordinator (YSC) at your school, or our office 17 Thorn St, Ipswich</p>
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*Thank you for your application. An ICYS Representative will contact you to inform if you have been successful in securing a stall.*

**Office Use Only**

Stall/Busking spot approved	<input type="checkbox"/> Yes <input type="checkbox"/> No – Reason:
Outcome notified date	
Busking Timeslot	
Stall Number	
Money Received	<input type="checkbox"/> Yes Date: <input type="checkbox"/> No - Date notified of cancellation: