



STIHL SHOP GARDEN MARLBOROUGH FETE 2025

Contact numbers for site coordinators:

Jacqueline Myers 022 532 8117

Kaara Wight 021 182 1591

Amanda Jones 027 349 7615

Prior to the event, all enquiries should be made to our office 03 577 5500.

ACCESS TO CHURCHILL GLADE

Saturday 8th November

3.00pm to 8.00pm

- Please respect these set up times and plan your arrival accordingly – our staff are still running other events on Saturday and these times are set to allow for our workload.
- One security guard will be present over the night, however we suggest you do not leave valuables on your site overnight.

Sunday 9th November

6.00am - Access to Churchill Glade and the surrounding streets will be permitted from 6:00am on Fete day 8.30am – Please move your vehicles to the allocated parking area

8.45am - Installation and set-up to be completed

9.00am – OPEN TO PUBLIC

3.00pm – Fete closes

4.15pm – All exhibitors need to be vacated by this time

- Vehicle access into Churchill Glade will be limited on the Sunday and we suggest you arrive early (not later than 7:15am) if you need to unload from a vehicle.
- No vehicle will be permitted in the Glade after 8.30am. No heavy vehicles will be permitted access to Churchill Glade at any time.
- You are reminded that you have paid for a bare site. Any furniture or other items are your responsibility (this includes power leads)

PARKING

Please be mindful that the Marlborough Tennis Club facilities are in use and a tournament may be taking place during the event. Parking will be available as directed by our volunteers, and we kindly ask that you consider local residents when arriving and leaving.

FETE STANDARDS

Stallholders are reminded that it is our policy to preserve the **STIHL SHOP Garden Fête** as a quality market celebrating goods and services of a gardening nature, that is, items *from the garden, for the garden, worn in the garden, or used in the garden*. It is our intention to align with this garden theme wherever possible.

The committee will again be visiting stalls this year to ensure quality and consistency with the garden theme, with the shared goal of making each year's Garden Fête even better than the last.

BEST AWARDS

Certificates will be awarded for **Best Stall**, **Best Plant Stall**, and **Best Food Creation**. Winners will receive a complimentary site at the following year's Fête.

Judging will take place in the morning, with awards presented around midday.

MARLBOROUGH DISTRICT COUNCIL STALLHOLDER CONDITIONS

Please be aware of the Marlborough District Council's conditions of our use of **Churchill Glade** for the 2025 Stihl Shop Garden Fete. We would appreciate if you could please help us comply with the following conditions:

- No tent pegs or spikes longer than 200mm in length are to be driven into the ground within the reserve as underground services may be damaged.
- All machinery displays are to be static and no motorised equipment is to be used within the park without specific approval of Council.
- All machinery displays must be mounted over drip trays to catch fuel and fluids.
- Containment sheets or sand filled bases are to be used under all BBQ's or heated areas and under displays that use treated construction materials as part of the display.
- No trenching for cables and hoses or holes of any sort is permitted in the gardens or turf.

ELECTRICAL REQUIREMENTS

- Electricity regulations mean the Marlborough District Council through Garden Marlborough will require a copy of current Warrant of Electrical Fitness from vendors connecting power to connectable installation in a vehicle ie coffee cart, ice cream truck, relocatable building or pleasure vessel.
- Electricity regulations also require that electrical cables, such as extension cords, cables and appliances' used for the event, carry a certificate showing they have been tested for safety in the last year.
- Please ensure you bring certified extension cords long enough to reach the nearest power box.
- Power consumption and distribution for the event has been based on the requirements of each stallholder.

If you have not requested power in your application, please do not connect to the power supply on the day. This needs to be pre-arranged.

FOOD AND BEVERAGE REQUIREMENTS

There will be an Environmental Health Officer on site at some point during the day, checking among other things that adequate temperature control is in place and that suitable hand-washing facilities are at each site – so be prepared! Any stall selling any kind of food must hold a Food Act 2014 registration unless they are selling food for fundraising only, failure to do so will result in the Council closing your site down.

If you have any queries, please contact the Environmental Health Team on 5207400 or environmentalhealth@marlborough.govt.nz.

STIHL SHOP GARDEN MARLBOROUGH STALLHOLDER CONDITIONS

The committee would appreciate it if all stallholders taking part in the Stihl Shop Garden Fete made a special effort to leave Churchill Glade in the same superb condition it was when Council 'loaned' it to us for the day.

- All stall holders must maintain their site in a clean and tidy condition throughout the Fete.
- All waste generated by a stall holder is to be removed by the stall holder within two hours of the conclusion of the event.
- Waste must be taken away by stallholders or placed in the skips which is located at Churchill Glade.
- All food waste must be contained before dumping.
- Wheelie Bins provided for the convenience of Fete patrons are not to be used for waste generated by stall holders.
- This year, we will have glass and cardboard recycling available, on the west side of the site. Please encourage your customers to use this.

We thank you in advance for adhering to the conditions set down by MDC and know that you will leave your site in as good a condition as you found it.

THE GARDEN FETE IS HELD REGARDLESS OF THE WEATHER CONDITIONS

The Garden Fête is an all-weather event and will proceed regardless of weather conditions. Requests for refunds due to adverse weather will not be considered.

CANCELLATION POLICY

Once you have received your site map and site allocation, any cancellation made by the stallholder will result in a 50% cancellation fee. **No refunds will be issued after 31st October**, unless agreed upon at the discretion of the Garden Marlborough Committee. In the event that Garden Marlborough cancels the Fete and providing it is not within seven days of the event, a full refund of the stall holder fee will be given, less a \$10 administration fee.

LIABILITY

All insurance, including public liability, is the Stallholders' responsibility and any damage caused by the stallholder will be the responsibility of the stall holder and Garden Marlborough will not be liable for any damage caused by the stallholder for any breach, negligence or damage caused which Council require rectification of.

Also, the stallholder indemnifies Garden Marlborough against any damage caused as a result of breach of any conditions of the terms and conditions of the agreement, any negligence or damage caused.

Garden Marlborough will not be held responsible for any breach or damage caused by the stallholder.

Thank you for being a part of this year's Stihl Shop Garden Fete and we look forward to seeing you there!



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