

FREQUENTLY ASKED QUESTIONS

CITY CENTRE SUNDAY MARKET

What time does the City Centre Sunday Market start and end?

The City Centre Sunday Market runs from 8am – 1:30pm every Sunday. However, stallholders must be completely bumped in by 7:30am at latest.

How can I become a stallholder at the City Centre Sunday Market?

To become a stallholder, please complete your details in the online form and we will be in touch with further information.

Is pre-booking required for stalls, or can I just show up on the day?

Pre-booking is required in order to attend the City Centre Sunday Market as we need to ensure that all information and insurances have been supplied prior to you commencing set up at the City Centre Sunday Market.

What types of products are allowed at the City Centre Sunday Market?

Our market welcomes a diverse range of products, including handmade crafts, fresh produce, vintage items, food & drinks and more...

Permits may be required for the selling/distribution of some items eg. prepared foods & beverages.

Are food vendors permitted, and do they need additional permits?

1. Non Fixed Food Business Registration: Food vendors must supply a Non Fixed Food Business Registration certificate from Coffs Harbour City Council. This registration ensures that vendors comply with food safety standards and regulations. Coffs harbour City Council endorses the 'home jurisdiction rule'. This means that if you normally operate in a different council's area and are visiting Coffs Harbour to trade, you do not need to also notify City of Coffs Harbour. Just make sure you supply proof of notification/registration with your home council to Gowings Coffs Central.

2. Food Safety Supervisor Certificate: All food vendors are required to hold a valid Food Safety Supervisor Certificate. This certification demonstrates a thorough understanding of safe food handling practices and is crucial for maintaining public health standards.

3. Public Liability Insurance: Food vendors are typically required to have Public Liability Insurance. This coverage protects against liability for third-party injuries or property damage that may occur as a result of the vendor's operations.

All additional permits must be obtained and supplied to Gowings Coffs Central prior to attending the City Centre Sunday Market.

Is there parking available for the market stallholders?

Yes – the City Centre Sunday Market is located on the ground floor of the Castle Street Carpark. All-day parking is available for stallholders on levels 4 and above of the carpark.

How much does it cost to be a stallholder at the City Centre Sunday Market?

Stall fees are \$25 for a single site (A little over 1 x standard car space) or \$45 for a double site (A little over 2 x standard car spaces). Payment will be taken sometime throughout the day from your stall via EFTPOS, if this is an issue and you require to pay cash, this can be arranged, but must be paid in advance at the concierge desk in Coffs Central.

Is the market cancelled in the case of bad weather?

The City Centre Sunday Market is undercover and ALL-WEATHER – In fact some of our busiest days are the rainy ones at the market, so no need to cancel in the event of a rainy day.

Is anything supplied for the stall?

Stallholders must bring all tables, chairs etc. for their stall. The only thing supplied is the empty space, therefore it is the stallholders responsibility to supply everything they wish to have within their stall space.

Power is available within particular sites at an extra fee of \$5. This must be pre-arranged as powered sites are limited.

Are Marquees required?

Marquees are not required at the City Centre Sunday Market as the market is already undercover. However, at times stallholders do wish to still utilise a marquee to add additional branding – this is fine to do though you will be limited with stall location due to heights within the carpark.

Do I require Public Liability Insurance for the City Centre Sunday Market?

Yes. You will require \$20,000,000 of product and public liability cover. A certificate of currency will need to be supplied to Gowings Coffs Central prior to attending the City Centre Sunday Market.

What are the bump in instructions for the City Centre Sunday Market?

Bump in is from 6:00am. When you arrive, just park outside of the carpark and locate one of our team members. She will assign you to an available spot.

At this point you can drive into the carpark to nearby your assigned spot to unload your items. Your car must then be removed from the carpark or moved up to one of the upper levels of all day parking. Parking along Castle Street is strictly not allowed.

You will not be able to bring your car into the carpark until approximately 1:15pm (occasionally if it is quite a bit earlier but this is at the discretion of our team members).