

STUDENT MARKET STALL HOLDER POLICY

Campus Events (AUT) shall provide the stallholder with the following:

- Free Market Day venue, including providing **one** (1) trestle table at no charge to the stallholder.
- Free communication and advertising of the Campus Markets to all students and staff on AUT campus.
- Spaces will be allocated at Campus Events (AUT) discretion.

Stall holders will:

- Fill out information form on website to determine suitability of placement of stall on AUT campus.
- Contact Carl Ewen on (09) 917 9999 extension 8474 or carl.ewen@aut.ac.nz before setting up a stall for the AUT markets
- Inform Campus Events (AUT) of products being sold on campus, so we are not in breach of contract with any other products being sold.
- Provide reliable contact details for communication purposes.
- Stallholders must organise their own car parking, there is none available on campus.
- Set up prior to 10am, and pack down by 2.30pm.
- If unable to attend a scheduled Market Day, stall holders will advise the Campus Events team at least 3 working days prior to the market day. Failure to do so for one market day will result in the loss of reserved space for the following week.

Please Note:

- Campus Events (AUT) reserve the right to revoke this agreement at any time, and reserve the right to refuse the display and sale of merchandise if it is deemed to be unsuitable, illegal or of an offensive nature.
- Whilst on campus all care will be given, however there is a no responsibility policy in regards to the stallholder and their merchandise.

Carl Ewen
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Campus Events Team
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