



# **Stall Holder Information Pack**





# Introduction

The Raglan Growers Market (RGM) is a joint venture between Whāingaroa Environment Centre Incorporated (WEC), Raglan Destination Management Organisation (DMO) trading as iHub Raglan and Xtreme Zero Waste (XZW).

Our objective is to create a flourishing market where local growers can bring homegrown produce to the wider community, strengthening community food resilience and well-being, supporting the local food grower economy, and contributing to environmental health.







# The market

- The market has been enabled with the support for a venue by our partner The Congregational Church.
- The market is held from 5pm to 7pm every Friday on the outside lawn. If the weather is not suitable, the market is held inside the Union Hall.
- The market may at times work to secure alternative venues if the need arises.
- Stall size is 3m x 3m and sites will be allocated by the RGM Coordinator.
- WEC has available 3mx3m gazebos for hire and these will be allocated on a first booking basis.
- Stall fees are collected in cash at the market. Receipts can be supplied if requested. All fees include GST. If the market is cancelled all stallholder fees will be refunded for the cancelled event.
- Site setup will commence at 4.30 and all sites must be cleared by 7:30pm.
- No stall holder vehicles to be parked by the market from 5pm to 7pm.



# Guidelines

- The market and stall holders will at all times, respect both the land and the Congregational Church.
- The market is a waste free event and all packaging used should be reusable. For more information refer to page 6.
- No alcohol is to be sold or consumed on the market site at all times.
- The Market is a smoke free event.
- No vehicles are permitted on the grass area.
- Stallholders must take away all waste generated from their stalls. No rubbish bins will be available for stallholders or the public on the market site.
- All stallholders agree to follow The Market's Health and Safety plan. Any changes to the plan will be communicated to all stall holders.
- All stall holders agree that they have met all applicable food regulatory requirements on the day of each market.
- Stall cancellations are preferably 24 hours prior to the market being held.
- No music or other broadcasting to be done by stall holders, except with prior approval by the Market Co-ordinator.
- Only prior agreed products in line with the market principles are to be sold by each stall holder.
- Each stall holder agrees that the product they are selling is produced by themselves within the Whāingaroa and immediate surrounding areas using local ingredients (where applicable).
- Stall holders agree that they will promote Raglan Growers Market in a positive proactive manner at all times including within their advertising media.
- Raglan Growers Market will actively promote the market in social and print media.





# Health & Safety

**Health and safety is everyone's business and everyone is expected to share our commitment to avoid all accidents and incidents which may cause personal injury, property damage or loss of any kind. We expect our staff and stallholders to act safely at all times to ensure their own welfare and that of others in the workplace, the safety of themselves, their staff and members of the public around their stall.**

- That all gazebos and umbrellas are securely weighted down in preparation for all weather conditions at all times.
- That all vendors' goods are displayed safely on a sturdy table or display unit.
- If vendors are selling products that are cooked, processed or precooked or pre-packed, it is the vendor's responsibility to ensure compliance with any and all legal requirements relating to the sale and advertising of those products. All vendors must familiarise themselves with the whereabouts of the market first aid and fire extinguisher. Both items are located at the market entrance.
- Vendors using fire, electricity, gas must have their own fire extinguisher.
- It is the RGM's responsibility to identify hazards and associated risks relating to the operation of the market, as a whole, and to take steps to eliminate or minimise those hazards and risks, for example by identifying those hazards and risks in a risk register which would enable market management to put any necessary control measure in place. Vendors must inform the market manager of any perceived hazard or risk that they notice.





# Waste Free Market Expectations

**We are delighted to you are joining us at the Raglan Growers Market.**

**Now that Raglan Growers Market and Whāingaroa Environment Centre have merged with Xtreme Zero Waste, we are actively working towards being a single-use free and waste free event.**

**Please follow these instructions to contribute to our waste reduction efforts and promote responsible practices:**

**1. Embrace Reusables:** Prioritize reusable bags, containers, utensils, and water bottles. Choose reusables over single-use items to minimize waste and conserve resources. We will be reminding customers to come with their own bags to transfer goods into from your stalls.

**2. Mindful Paper Bag Usage:** Offer paper bags only upon customer request. Each bag is to be provided with an extra charge to the customer. This initiative reduces paper waste and promotes reusable options.

**3. PFAS-Coated Packaging is not acceptable at the market:** We do not accept compostable packaging with PFAS coatings. Choose reusable alternatives and encourage customers to bring their containers and bags.

**4. Compost Carefully:** XZW Organics do not accept compostable packaging other than the cornstarch bags that the foodwaste is collected in. Bagasse material and non-greaseproof coated paper bags are not suitable for the XZW composting program and may contain PFAS chemicals. Explore alternatives like home composting or appropriate paper collection.





# Waste Free Market Expectations

**5. Responsible Wooden Cutlery Disposal:** Repurpose wooden cutlery for other uses, like kindling, before considering disposal. XZW does not accept bamboo cutlery because it takes months to compost.

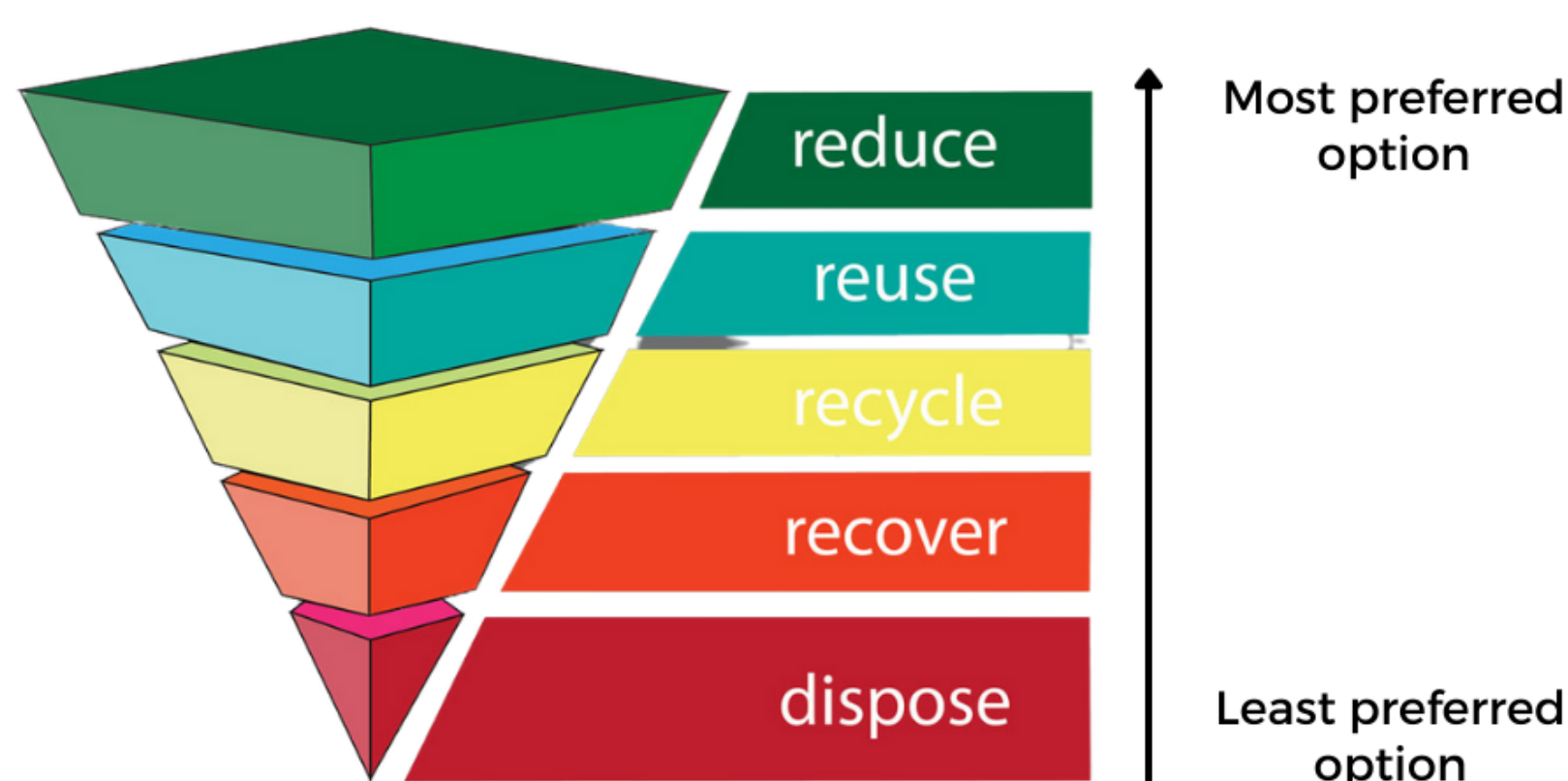
**6. Shelf-Life Exemptions:** If the acceptable packaging affects shelf life or does not meet food safety requirements, you can request an exemption by contacting the market manager. We'll review these requests case-by-case.

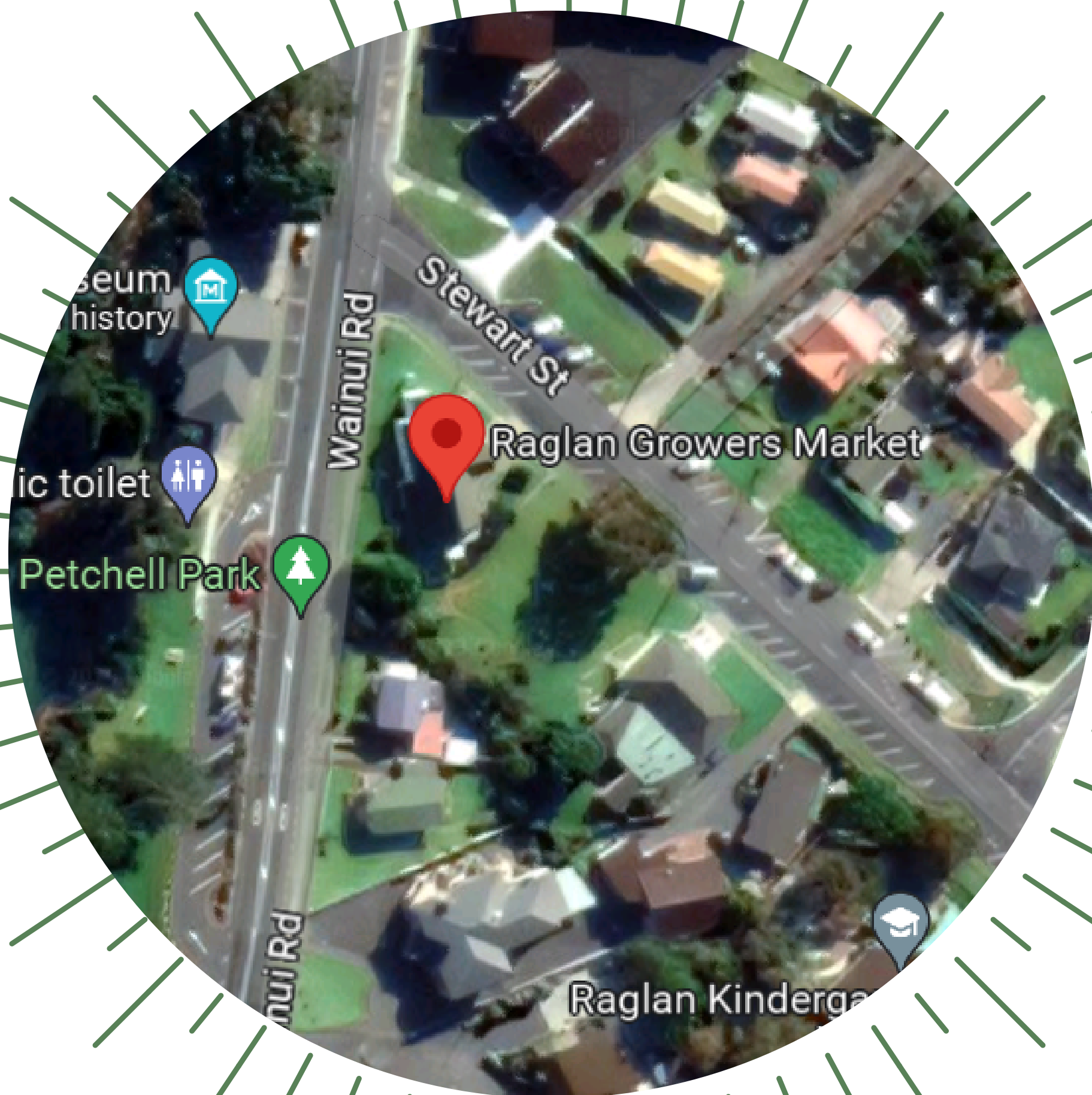
**7. Learn from Peers:** Before you start trading, visit the market to see successful package-free and plastic-free solutions implemented by fellow stallholders. Collaborate and innovate for waste reduction.

**8. Continuous Improvement:** Our Zero Waste Policy evolves. We regularly assess and refine our approach to waste reduction and sustainability based on feedback and best practices.

**Thank you for supporting our commitment to a greener future.  
Together, with XZW we are achieving a Waste Free Whāingaoroa.**

The waste hierarchy





# Communication & location

**Raglan Growers Market is held at 1-3 Stewart Street, Raglan**

**5 - 7pm every Friday**



[growersmarket@whaingaroa.org.nz](mailto:growersmarket@whaingaroa.org.nz)



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