



Buy. Sell. Connect.

Balwyn Community Centre – Garage Sale Trail Stallholder Guidelines

Thank you for participating in the **Garage Sale Trail** at Balwyn Community Centre! This event is designed to bring our community together, encourage sustainable practices, and provide a fun, safe space for everyone to sell and discover treasures.

By applying to be a Stallholder at the event and signing this agreement, you confirm that you have read, understood, and agree to the following guidelines.

Eligibility

- Stallholders must be **current members of Balwyn Community Centre**. If you're not yet a member, you can join for **\$16** at <https://socialplanet.com.au/request/guest/activity?id=46180>

Stall Setup

- **Set-up time** is from **7:00am** on the day of the event. Please arrive from **7:00am** to bring and arrange your items. Venue access will not be provided earlier.
- You can drive up the main driveway and park in the Centre carpark and unload your items.
- **Opening time:** Be ready for customers from **8:00am**.
- Each stallholder will be provided with **one table measuring 1.2m wide x 0.75m deep**. There are double sized stalls available but you will be responsible for any extra tables needed.
- Each stallholder will be provided with a space measuring approximately 2.0m wide x 1.5m deep for a single stall, or 3.0m x 1.5m for a double sized stall.
- You may not display items in front of your table beyond the 1.5m depth provided as this creates a tripping hazard. If you require more space, please book a double sized stall. These double sized stalls need to be requested at time of booking and only a limited number are available.
- Stalls will be set up **inside** our Function Centre and in the **undercover** area surrounding it – allowing for an all-weather event.
- You are welcome to bring cloths, racks, or baskets to display your goods neatly on your table and within your allocated space. Consider displaying the price of your items to assist customers.
- Stallholders are not allowed to adhere items to the walls, or lean things against the walls.

Stallholder Responsibilities

- Please ensure all items are **clean and in saleable condition**. Dirty, unsafe, or unsuitable items (e.g. car parts, hazardous materials) will not be allowed. There will not be any opportunity to test or plug in electrical items onsite.



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- You are welcome to bring cloths, racks, or baskets to display your goods neatly on your table and within your allocated space. Consider displaying the price of your items to assist customers.
- Stallholders are responsible for managing their own sales and change. Consider having a float or payment system (e.g. card reader or cash tin). Balwyn Community Centre staff cannot assist with cash handling or provide change.
- Stallholders are responsible for the safety and supervision of their own goods at all times.
- It is the Stallholders responsibility to remove all material and rubbish from their site at the end of the Event. All Stallholders will need to bring their own garbage bags and take their rubbish and unsold items away with them.
- Stallholders must comply with any reasonable directions given by the Event Organisers.
- Stallholders may only sell second-hand or handmade goods.
- The Event Organiser is not party to any transaction relating to the sale of Goods by the Stallholder. The stallholder bears sole responsibility for the terms of any contract they enter into with any third party before, during or after the Event, relating to the sale of Goods. The Event Organiser does not assume any involvement in, responsibility or liability for Loss or Claims in relation to such transactions.
- If Stallholders wish to cancel their participation in the Event, they must notify the Event Organisers of cancellation in writing via email to programs@balwyncc.org.au
- The Event Organisers ask Stallholders to promote and share information about the Event via their own community networks and/ or social media pages.

End of the event

- Stallholders must operate for the full duration of the Event, unless otherwise directed by the Event Organiser. Stallholders must ensure that their site is staffed during Event hours unless otherwise agreed.
- The event **finishes at 12.00pm** at which time the Function Centre doors will close to the public.
- All items and equipment must be **packed up and removed by 1:00pm**.
- Stallholders are responsible for taking **all unsold items home** with them. Unfortunately, we cannot store any items before or after the event.

Additional Notes

- This is a **community event**—please be courteous to fellow stallholders, volunteers, and visitors.
- Please keep your space tidy and be considerate of other stallholders and visitors.
- You are welcome to bring water, snacks, and a chair for your own comfort. We will have tea and coffee available for stallholders throughout the day.
- The event will go ahead **rain or shine** (unless otherwise notified).



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We're looking forward to a fun day of treasure hunting and community connection. Thank you for being part of it!

Stallholder Declaration (please print and complete here and return to the office or complete the declaration online at <https://balwyncc.org.au/balwyn-community-centre-garage-sale/>)

I confirm I have read and agree to these Stallholder Guidelines:

Signature:

Date:

Full name:

Phone Number:

Email address:

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I confirm I am a paid up 2026 member of the Balwyn Community Centre