**Car Boot Sale**

**SATURDAY 21ST SEPTEMBER**

8am – 1pm

OLD COURTHOUSE COMMUNITY CENTRE, 4 FARQUHAR STREET, WINGHAM

**THINGS YOU NEED TO KNOW TO BOOK A VEHICLE SITE**

Who’s hosting this event?

The Car Boot Sale and Garden Open Day is a fundraising event organised by the Manning Valley Neighbourhood Services. Funds raised will go towards sustaining the Community Gardens and the Community Kitchen.

Please note that offensive or inappropriate behavior may lead to exclusion of sellers from this event.

**TIMING**

- Please turn up from 7.30am on the day of the Car Boot Sale to the site entrance in Farquhar St. You will then be directed to your allocated site.
- Sites must be set up by 8am and not dismantled before 1pm on the day of the event.
- Sites may be packed up from 1pm and the site, including all waste, vacated by 1.30pm on the day of the event.
- No vehicle movement is permitted on site between 8am - 1pm. Your vehicle must remain on site until the end of the event.

**SITES**

Cost of one site is $15. Each Site Holder will set up only in the area allocated by the Organiser. Allocated sites are approximately 1.5 standard car spaces. Your items can be sold either from your car boot or set up on a table beside your vehicle. Vehicles, tables and items for sale must be contained within the area allocated for the site.

*Note:* Due to the limited area, only one vehicle can be left on site during the event. No trailers please.

**TRAFFIC MANAGEMENT**

Upon entry into the Car Boot Sale grounds you will be directed to your allocated position. No vehicle will be permitted to leave the site before 1pm and then only under the direction of the Organiser. It is very important for everyone’s safety that you adhere to the instructions given to you. Your patience and understanding is required when leaving the site.

**EXCLUSIONS**

No food, dangerous goods, chemicals, faulty electrical equipment, firearms or rubbish.

**SUPERVISION**

It is your responsibility to supervise your allocated site and it is suggested that you are in attendance at all times to ensure that only items proposed to be traded or sold are taken. It is advisable to bring along a friend or family member to relieve you and provide break times.

**WHAT TO DO WITH LEFT OVER MATERIALS?**

Please pack up and remove all unwanted items and rubbish. You may consider donating them to a charity shop. Under no circumstances will you be able to leave your site untidy or leave any of your items behind.
**Paymen**t of $15 enclosed: cash / cheque

Receipt No: _______

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**Car Boot Sale**

**REGISTRATION FORM**

**IMPORTANT:** If you wish to participate you must return this completed form to Manning Valley Neighbourhood Services with your payment of $15 by Wednesday 18th September.

**Manning Valley Neighbourhood Services, Old Courthouse Community Centre, 4 Farquhar Street, Wingham 2429. Phone 6553 5121.**

Name: ___________________________________________ ___________________________

Address: ______________________________________________________________________

_____________________________________________________________________________

Postcode: __________

Email: ____________________________________________ __________________________

Phone: _______________________________ Mobile: _____________________________

Number plate of vehicle (participating at the event): _____________________________________

Signature: ___________________________ Date: _____________________________

Where did you hear about the Car Boot Sale?

☐ Wingham Chronicle  ☐ Manning River Times  ☐ Community radio  ☐ MVNS newsletter

☐ Library  ☐ Street posters  ☐ MVNS website  ☐ Other: _____________________________

**Disclaimer:**

By your participation in the Car Boot Sale activities you agree to abide by the terms and conditions as set out in this brochure and that Manning Valley Neighbourhood Services does not have any liability to any person for any loss of or damage to goods or for injury to or death of persons whether arising from negligence or otherwise and in any way caused by or connected with the Car Boot Sale activities.

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**WHAT DO I NEED TO DO:**

Complete, sign and return the attached registration form to MVNS with your payment of $15. Registration forms must be signed if you wish to take part in the Car Boot Sale. Sites are sold on a first in best dressed basis. A return email notification or phone call by the Organiser will confirm your place in this event.

Once payment has been accepted for application, there will be no refunds unless the Site Holder notifies the Organiser of their replacement’s details prior to the event or if the Car Boot Sale needs to be cancelled due to bad weather.

**ON THE DAY**

Turn up from 7.30am and no later than 8am at the designated entrance in Farquhar Street, Wingham. Remember to bring a hat, sunscreen, chairs, drinking water, bags for items you sell and lots of change that’s appropriate for the price of your items.

**WEATHER**

If the Car Boot Sale event needs to be cancelled due to bad weather, sellers will be contacted by email notification before 5pm on Friday 20 September 2013.

**FOR FURTHER INFORMATION**

Phone the Manning Valley Neighbourhood Services on 6553 5121