

## CoCo Markets

### Frequently Asked Questions



#### ***Where and when are the markets?***

The three markets held every weekend are:

Marlay Park, Rathfarnham  
Saturday - 10am to 4pm

Marlay Park, Rathfarnham  
Sunday - 11am to 4pm

Dún Laoghaire  
Sunday - 11am to 4pm

#### ***Is there anything not allowed to trade in the market?***

DLR CoCo Markets do not allow religious groups, charities, politicians or promotional events to have a stall, hand out leaflets or hold an event in the markets or in the vicinity of the market

#### ***Can I use single use plastic or polystyrene containers and utensils for food and drink?***

No all containers and utensils for food and drink that are for immediate consumption in the market or their surrounds must be compostable and must conform to EN 13432. Also where possible the Market Unit would like traders to also use compostable bags e.g. paper or cloth.

Products that are not for immediate consumption, such as take home grocery items, biodegradable plastic bags are allowed but where possible we would like our traders to use paper bags or compostable trays.

#### ***How can I apply for a stall?***

Applicants can apply for either a permanent or seasonal spot in the market. Applications are available from our website at [www.dlrcoco.ie/markets](http://www.dlrcoco.ie/markets); or can be requested by email on [market@dlrcoco.ie](mailto:market@dlrcoco.ie) or by phone ([00353-1\) 2054700](tel:00353-1-2054700). Please specify the market(s) you are interested in when making your request.

#### ***What is a Seasonal Trader?***

Seasonal traders can trade for up to 3 months during their chosen season. We don't accept non seasonal food. We select products that are seasonal growing and have seasonal selling periods, such as fresh fruits and berries in the summer and Christmas themed products in the winter.

#### ***Do I have to sign a contract?***

Yes. All traders must sign a licence in order to trade. There are no penalties for breaking a contract early but a minimum of 2 weeks' notice must be given to the Market Unit.

#### ***Is there a waiting list?***

Yes. Applications are valid for 12 months from the date received unless otherwise specified. After 12 months they are removed from the list and the application is closed.

While applications are stored in order of the date received, spaces are not necessarily given to the next trader on the list. New applications are reviewed every four to six weeks and are shortlisted.

When a vacancy arises in the market, the relevant market manager will go through the short list and select the best product offering for the vacancy. The market managers are guided by our selection criteria:

- Seasonal Food criteria:
  - o Promotion of local growers
  - o Promotion of organic goods
  - o Promotion of sustainably grown goods
  - o Promotion of an ethnically diverse offering
- Non-Food criteria
  - o Promotion of handmade crafts
  - o Promotion of locally source crafts
  - o Promotion of local artists
  - o Promotion of environmentally friendly products
  - o Promotion of ethnically diverse goods

While this criteria is a guide for the market managers, new products that may not fit into the criteria may also be selected if it is felt the product offered will appeal to customers and will complement the existing products on sale from other traders.

Please note – the better your application and the more information provided (including photos, product brochures, website details, etc.) – this is your chance to promote your product!

**How much does a pitch cost?**

Rental fees are based on the product being sold and are listed below. The fee is per calendar month, per market location. If in two markets the fee is doubled, in three markets the fee tripled. **N.B.** If a trader is in both Saturday and Sunday markets in Marlay Park this is considered to be **2** markets

**RENTAL FEE EFFECTIVE FROM 1/4/2015**

Category	Monthly Fee per market	VAT @ 23%	Total
Cat 1 - Hot food	260.00	59.80	319.80
Cat 2 - Other food	180.00	41.40	221.40
Cat 3 – Food Producer	100.00	23.00	123.00
Cat 4 – Non-food / Craft	80.00	18.40	98.40
Cat 5 – Artist*	30.00	6.90	36.90

\* Hanging space only

**ELECTRICITY**

Category	Cost per 16amp socket per month	VAT @ 23%	Total
Cat 1 - Hot food	40.00	9.20	49.20
Cat 2 – All Others	30.00	6.90	36.90

***Are there Artist hanging spaces in Marlay Park?***

No artist hanging spaces are only provided in Dún Laoghaire Park and there are only 6 spaces available

***What does "Food Producer" mean?***

Food producers are traders that grow, catch or farm their own produce.

***If I wish to sell both hot food and cold food what will be my monthly rate?***

If you are selling both hot and cold food on the one stall you will be charged the Hot Food rate. However, if it is hot and cold meat you will be required to have two separate stalls due to Health & Safety requirements and you will be charged two rates (hot food and other food)

***If I use 32 amp socket what will my electrical fee be?***

The electrical charge is based on 16 amp socket so if you use 32amp single phase you will be charged 2 x 16 amps

***What is the minimum rent applicable?***

The rent for the Markets is charged at a monthly rate (four weeks). Regardless the number of weekends in a month that someone trades, they are liable for one month's fee. It is, therefore, in your best interest to trade for at least 4 weeks as the minimum fee covers this period. Should a trader only trade for one day they are billed for that calendar month. If a trader takes more than 3 weeks' leave and they contact the Market Unit to give a finish date and return date at least 2 weeks' prior to going the monthly charge will be reduced and further charges will be suspended until trader returns.

***How can I pay?***

Payments must be made by standing order one month in advance (i.e. a payment received in May will cover the trader in June).

***Will I be charged Market Fees if there are bad weather days?***

If there are bad weather days and the market manager deems it un-safe to allow the market to continue, the trader's affected will have that day's market fees credited off their next quarterly statement.

***If I am a trader in the Saturday Market which is closed due to bad weather or if I can't attend on Saturday, can I instead trade on the following day?***

No. If you are a Saturday market trader you may not change to Sunday for bad weather days. If there are adverse weather conditions which prevent the market from taking place, you will receive credit applied to your account and this credit will appear on your quarterly statement.

***Do I need insurance?***

Yes, traders cannot trade without valid insurance and it requires that Dún Laoghaire-Rathdown County Council is specifically indemnified on the trader's policy. While we do not set a minimum limit for public liability insurance it is up to each trader to have adequate cover for the product they are selling. The insurance company providing your policy will be able to advise you on the best cover for your individual stall and product. Please note the Council does not recommend any specific insurance company but does recommend that you shop around as prices can vary from one insurer to another.

***Do you supply any equipment (tables, umbrella, gazebo, electrical cables, etc.)?***

No. We do not provide any equipment. You must provide your own stall and gazebo. This gazebo must be of commercial grade, be a maximum size of 3m x 3m and 4 x 15kg weights for each leg of Gazebo (official weights only, not barbell weights). Trader's using electricity must provide their own 50m outdoor electrical cable and any other extension leads must be outdoor extension leads.

***Will I be the only trader selling my product?***

We encourage healthy competition in our markets so we can not guarantee you will be the only trader selling a specific product; however, we endeavour not to have too many traders selling any one product so every trader will have a share of the custom.

***Can I change my product line up or add a new product?***

You must apply in writing to the Markets Section to change your product line up or add new products. This request is reviewed by the Market Manager who will base their decision on the market as a whole and the potential impact of the new product.