



## PART A. EXPLANATORY INFORMATION

Use this form to notify the Council of an impending sale of site business. This form should be submitted **prior** finalising the sale, as Council approval is required for a transfer to proceed.

Where the purchaser wishes to change the product line sold by the business they will need to submit a request for product line pre-approval (before transfer is completed) or request for change of product line (after transfer is completed). Please note that unless a product line is pre-approved there is no guarantee that a change would be approved.

Where a purchaser is a relative of an existing stallholder or is involved in a company or venture with an existing stallholder, the Council may withhold consent to a transfer of licence. This will be done where the transfer would result in one person (or group of related people) having effective control of multiple sites operating for the same purpose or as the same business. Prospective purchasers related to existing stallholders are encouraged to contact the Council to discuss this.

Once this form has been submitted the Council will send the seller an invoice for the transfer fee (currently \$412.80). The purchaser will also receive a stallholder information form and a request for any additional information the Council may require. Once the transfer fee is paid the purchaser will receive a copy of the licence in their name which they are required to sign and return. Once this is done the transfer will be effective.

This form requests a preferred date when the new stallholder is expected to take over. While the Council will endeavour to meet this date, the purchaser cannot operate at the Market until the entire transfer process is completed. This usually takes at least two weeks. A change of product line may take longer.

## PART B. CURRENT STALLHOLDER DETAILS

Stall Name		Site Number	
Contact person		Joint Stall	Y / N
Telephone (business hours)			
Email Address			
Postal Address (all correspondence will be sent to this address)			
		Post Code	

### PART C. NEW STALLHOLDER DETAILS

<b>Stall Name</b> (for promotional material)			
<b>Contact Name</b> (the person/people responsible for the stall)			
<b>Business name</b> (if incorporated, a company or a trust)		<b>ABN</b>	
<b>Telephone (business hours)</b>			
<b>Email Address</b>			
<b>Postal Address</b> (all correspondence will be sent to this address)			
		<b>Post Code</b>	
<b>Is this person a relative of or involved in a venture with another stallholder?</b>			<b>Y / N</b>

### PART D. CHANGEOVER INFORMATION

WHAT IS THE DATE THE NEW STALLHOLDER IS EXPECTED TO TAKE OVER? \_\_\_\_\_

IS THERE A PROPOSED CHANGE OF PRODUCT LINE?       NO       YES

IF YES, HAS THE PROPOSED LINE BEEN PRE-APPROVED?       NO       YES (ref no: \_\_\_\_\_)

### PART E. CONSENT TO TRANSFER

The current stallholder must sign the declaration below.

<ul style="list-style-type: none"> <li>I hereby request that the Council transfer my Salamanca Market Licence to the person listed in Part C above in accordance with the terms of that Licence.</li> <li>All the information I have given on this form is true and correct. I have not omitted any information that I know (or a reasonable person would believe) to be relevant.</li> </ul> <p><b>Signature:</b> ..... <b>Date:</b> ...../...../20...</p>
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Where submitted by email, you may simply type your name into the signature box to indicate your agreement. Please note that this has the same binding legal effect as a signature by virtue of the *Electronic Transactions Act 2000* (Tas).

Please submit this form by:

**Email (preferred):** salamancamarket@hobartcity.com.au

**Fax:** (03) 6238 2124

**Post:** Salamanca Market, GPO Box 503, HOBART, TAS, 7001