



## Payment Policy

Payment is requested upon approval of the registered stallholder's trading site at the Broome Markets. All site fees must be paid for 2 days prior to the market date the stallholder has registered to attend.

A stallholder may take occupancy of their registered trading site at the Broome Markets from 6am on the day of which they have been approved to trade.

Once payment is made the customer/stallholder will receive receipt of payment by email confirmation.

### **Non-Payment of fees will result in the following action:**

**1 week late** – Link will be resent with the next weeks fees. At this point the stall holder will need to pay both weeks to trade on the upcoming date. This is unless an application has been made to the Market Manager for a payment extension. If you have compelling or compassionate grounds for an extension to payment due date, these circumstances can be considered and approved by the Market Manager and Committee.

**1 week late from extension due date** – You will receive a First Warning for Non-Payment of Fees Email. This will outline the action that will be taken if payment remains outstanding 2 days prior to the next market.

**2 weeks late from extension due date** – No Stall. You will receive a Final Warning for Non-Payment of fees, this will include notification that you will no longer be able to trade at the Broome Markets. An appeal can be lodged to BCSA Inc. committee in writing for their consideration.

### **Payments are preferred by the online link, however you can also pay directly into:**

Broome Community Stallholders Association Inc.

Commonwealth Bank Australia

BSB: 066 - 505

ACC: 10030669

Reference: Your stall name

**No cash will be taken by any staff from Broome Community Stallholders Association Inc.**

Broome Community Stallholders Association Incorporated  
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