

Businesses that operate in Victoria, including a market stall, are required to have a Victorian Government QR Code in place.

A QR Code is FREE and available to be set up via a simple process on the following website link:

<https://www.coronavirus.vic.gov.au/register-to-use-vic-gov-qr-code-service>

The Victorian Government rule is:

A market stall:

- must prominently display signage at all points of sale so members of public can record attendance using Service Victoria QR Code app
- staff who interact with members of public at point of service must request public records attendance

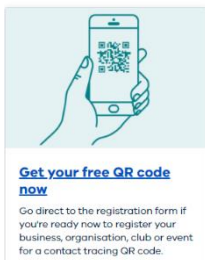
A point of sale is where a customer pays for goods and services.

A point of services includes where an employee interreacts with a customer elsewhere

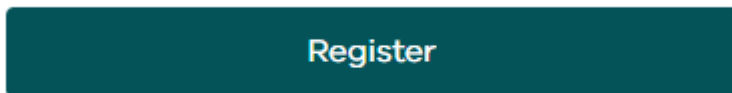
The free Victoria QR code app integrates with the Victorian Department of Health's contact tracing system. Check-in at venues supports contact tracing in the event of a COVID-19 incident.

Follow these instructions to set up a QR Code for your Market Stall:

- 1). Go to the above website
- 2). Click on 'Get your free QR code now'



- 3). Enter your details and press 'Register'



- 4). The system will send you an email



Check your email

5). Follow the instructions in the email

6). Add your business name (if you don't have a business name put something like 'Sue Smith's Market Stall')

7). Select the 'Industry' – for a market this is 'non-food market', then press 'Next'

Next

8). The following box appears. If you are happy to proceed, press 'Submit', if not press 'Review' to go back to make any edits.

Please double check the spelling and format of your business, organisation, club or event name to ensure it is correct as once it is saved, it cannot be edited.

If you are happy with the spelling and format, please press the Submit button. If you would like to check the spelling and format, please press the Review button

Review Submit

9). Add the 'Location' – this is the market you are attending eg. 'Murrabit Country Market'

10). Add the street address eg. for Murrabit this is '14 Gonn Avenue, Murrabit' – when you start typing in the address the auto address will appear below, and you click on that to select the street address

Street address (required) *

14 Gonn Avenue

14 Gonn Avenue, MURRABIT VIC 3579

11). You are provided with an option to add another location – this is for market stallholders that attend multiple markets/events – you can add these now, or you can go back into your QR Code account later and add more. Once finished click on 'Complete registration'

More locations?

If your business or event operates from more than one Victorian address, you can add additional locations using the button below.

+ Add another location

If you have finished adding all locations and areas, then select the 'Complete registration' button to generate your QR code poster(s).

Complete registration

12). The following message will appear. Press ‘Home’

You have successfully registered your business, organisation, club or event. You will receive an email with your QR code poster.

If you don't receive an email within 1 hour, call 13 22 15.

[View a list of my registered locations](#)



13). You can close down the internet at this stage and go back to your email to check that your QR Code has been emailed to you – check your ‘Junk’ folder if it doesn’t appear in your ‘Inbox’

14). Your QR Code will be attached to the email.

15). If you do not have a printer, please feel free to email it on to murrabit1@bigpond.com and we will print two copies of your QR Code and laminate these for you to collect on market morning.

16). You can log back into your QR Code account at any time to add additional site locations or review your existing site locations at the following website link:

<https://busreg.covid19.dhhs.vic.gov.au/s/login/>

Victorian Government QR Code Service

Helping keep Victoria COVIDSafe

Thank you for registering your business, organisation, club or event. This helps us with coronavirus (COVID-19) contact tracing.

Register a new location / area or a vehicle such as a charter / tour bus or food truck linked to your business/venue by clicking the relevant menu option below. Select View My Registered Locations to update contacts, reprint QR code posters or setup a Kiosk check-in service.

The Kiosk check-in is a simple form that is set up by the venue on their device to help staff electronically enter a visitor's name and contact phone number. The service can be linked to any device with a modern web browser, such as a desktop, laptop, tablet or a mobile phone, whatever is most suitable to the venue. The Kiosk check-in service can be set up for new and existing locations/areas on the location/area information page. For more information visit -<https://www.coronavirus.vic.gov.au/register-to-use-vic-gov-qr-code-service>

