



# Twenty Eighth Tasmanian Craft Fair

**Deloraine • 30th & 31st October  
- 1st & 2nd November 2009**

**Presented by the Rotary Club of Deloraine Inc  
ABN 23 129 602 628**

## **APPLICATION FORM**

### **TIMING SCHEDULE:**

- **February 1st:** Application forms available each year for the Tasmanian Craft Fair. Current exhibitors will have application forms sent automatically each year taken from the TCF data base. Requests for application forms can be made through the TCF secretary.

- **April 1st:** Closing date for applications.

The TCF selection committee meets during April to assess applications.

- **May 15th:** Applicants advised by mail of their status for the next TCF.
- **September 10th:** Deadline for cancellation of stall allocation and still eligible for refund. **An Administration Levy of \$25 will be deducted from fees prior to refund on all cancellations.**

Any cancellations after this date forfeits all fees paid unless an acceptable reason is given, in writing, to the TCF Director and is approved.

### **ALL INQUIRIES TO:**

Tasmanian Craft Fair Secretary, Mrs Karina Johnstone, P.O. Box 85, Deloraine, Tasmania 7304.  
Mobile: 0407 538 788 Facsimile: (03) 6393 1831  
E-mail: [tascraftfair@bigpond.com](mailto:tascraftfair@bigpond.com)

Tasmanian Craft Fair Director, John Dare, P.O. Box 85, Deloraine, Tasmania 7304.  
Mobile: 0439 859 785 Facsimile: (03) 6363 1218

**CLOSING DATE: 1<sup>ST</sup> APRIL 2009**

# ENTRY CONDITIONS and GENERAL INFORMATION

**THE ROTARY CLUB OF DELORAINE RESERVES THE RIGHT TO REJECT ANY APPLICATION.  
NO CORRESPONDENCE WILL BE ENTERED INTO.**

## **CONDITIONS:**

1. Each applicant must be the creator and designer of his/her craft sold at the Fair.
2. NO commission selling: i.e. NO sales on behalf of a third party.
3. NO selling of any manufactured goods.
4. Any stall holder found contravening condition 3 will be directed to vacate their stall immediately.
5. Exhibitors must be in attendance at their stall each day of the four days of the Fair.
6. Stall holders using a naked flame must supply their own fire extinguisher and have it within easy reach at all times.
7. Stall holders must NOT allow their exhibits or free standing display units to protrude into the aisles, or to block emergency exits.
8. NO raffles are permitted at the Fair.

## **INFORMATION:**

### **A. STALL SIZES:**

SINGLE	3m deep x 3m long (9 square metres; <i>approximately</i> )
ONE + HALF	3m deep x 4.5m long (13.5 square metres; <i>approximately</i> )
DOUBLE	3m deep x 6m long (18 square metres; <i>approximately</i> )

**Stalls are constructed from square steel tubing, the frame is 200cm high covered with hessian.**

**N.B. Please ensure you record the size of the stall you apply and pay for.**

### **B. PROVISIONS:**

All stalls will be supplied with one power point.  
All stalls will be supplied with one 2.25m x .75m table (approximately)  
\*ONLY DOUBLE stalls receive two tables  
All stalls will receive one TCF Program.  
All stalls will receive up to four staff passes.

#### **PLEASE NOTE:**

**Lighting must not exceed 150w as extra load will risk power failure.  
Additional tables, lights, special effects, etc. are your responsibility.**

### **C. GENERAL:**

1. Although every effort will be made to accommodate stall holders' preferences, the Rotary Club of Deloraine reserves the right to allocate floor space.
2. Stalls will be available from 10am Thursday. Stall presentation to be completed before 9.00am Friday and removed by 5.00pm Monday. Any alteration to this requires the Director's approval.
3. No responsibility is accepted for breakage, theft or loss of goods or equipment.
4. To qualify as a "Working Exhibitor", the craft must be demonstrated for a minimum of three hours per day.
5. Radio and Television journalists cover the Fair and requests from them for interviews should be honoured as this promotion will greatly help the TCF and your Art or Craft.
6. Should you desire to pre-fabricate displays for your stall, please check with the secretary for the specific dimensions of your allocated stall.

**All Exhibitors must comply with relevant OH&S requirements. For details please contract the Craft Fair Secretary.**

**D. NEW APPLICANTS:** Should forward to the TCF Director a sample of your art or craft with this application. Arrangements may be made to leave samples at central places for collection, or as an option, a series of photographs clearly displaying the completed articles accompanied with a written detailed description.

**E. LEVY:** A compulsory levy of \$50 is charged as a contribution towards the massive advertising campaign designed to promote the Tasmanian Craft Fair; the passes; program and contingencies.

**F. REFUNDS:** Refunds will be forwarded automatically to unsuccessful applicants. Should a stall holder find it necessary to cancel an allotted stall space, notification must be forwarded to the TCF Director in writing prior to **SEPTEMBER 10th** to be eligible for a refund. **NOTE: An Administration Levy of \$25 will be deducted from fees prior to refund on all cancellations.**

**PLEASE ENSURE THIS INFORMATION IS PRESERVED FOR FUTURE REFERENCE**

**TASMANIAN CRAFT FAIR**  
**ABN 23 129 602 628 P.O. Box 85, Deloraine TAS 7304**  
**EXHIBITOR'S APPLICATION FORM/TAX INVOICE**

APPLICANTS NAME: *(Please Print)*.....

ADDRESS: ..... TOWN: ..... STATE: .....

TRADING NAME TO APPEAR ON STAND: ..... P/CODE: .....

TELEPHONE: *(Business)*.....*(Private)*..... FAX: .....

E-MAIL: ..... ABN.....

I AM APPLYING FOR:

- |                                                                                                                                                |       |          |
|------------------------------------------------------------------------------------------------------------------------------------------------|-------|----------|
| 1. Working Exhibitors Stand <i>(approximately 9 square metres)</i> .                                                                           | \$260 | \$ ..... |
| 2. Working Exhibitors Stand <i>(approximately 13 square metres)</i> .                                                                          | \$415 | \$ ..... |
| 3. Working Exhibitors Stand <i>(approximately 18 square metres)</i> .                                                                          | \$520 | \$ ..... |
| 4. <b><u>Compulsory Levy</u></b> (Includes advertising, passes, program etc.)                                                                  | \$50  | \$ ..... |
| 5. Compulsory Public Liability Insurance ( <b>Note:</b> Stallholders providing a copy of their own public liability insurance policy exempted) | \$25  | \$ ..... |
| 6. Liquor License Levy (Only required by stall holders selling alcoholic beverages)                                                            | \$25  | \$ _____ |

**ALL STALL FEES & LEVY INCLUDE GST      TOTAL: CHEQUE ENCLOSED \$ \_\_\_\_\_**

No application will be accepted unless fees enclosed.

Cheques should be made payable to the: Tasmanian Craft Fair and crossed not negotiable.

Number of staff passes required: (maximum 4).....

**DECLARATION:      I/WE AGREE TO ABIDE BY ALL THE CONDITIONS SET OUT HEREIN.**

DATE: ..... APPLICANTS SIGNATURE:.....

**N.B. SEPTEMBER 10th DEADLINE** for cancellation of stall space and still be eligible for refund.  
**An Administration Levy of \$25 will be deducted from fees prior to refund on all cancellations.**

**IMPORTANT:**      Please complete the following:

1. CRAFT .....
2. PRODUCTS FOR SALE .....
3. SPECIAL REQUIREMENTS (Above those already provided) .....

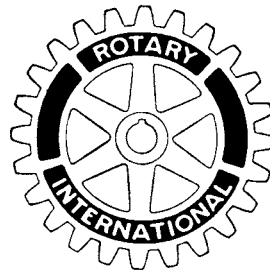
**RETURN THIS PAGE ONLY IN THE ENCLOSED ENVELOPE BY 1st APRIL 2009 WITH REMITTANCE APPLICATIONS WILL NOT BE ACCEPTED UNLESS FEES ARE INCLUDED WITH FORM**  
**PLEASE RETAIN A COPY OF THIS TAX INVOICE FOR YOUR TAXATION RECORDS**

# TASMANIAN CRAFT FAIR

## **MISSION STATEMENT:**

1. To promote and encourage the craft, art and cottage industries of Tasmania.
2. To educate and develop vocational skills in the pursuit of excellence.
3. To provide a national and international showcase for working artists with quality products hand produced from Australian materials.

## **AS PRESENTED BY:**



*Rotary Club Of Deloraine Inc.*