

XMAS Arts & Crafters Market

Sat, 26th November 2022

(We start earlier for Xmas Market)

9am-2pm

Public Free Entry
395 Oxley Ave, Redcliffe 4020

**APPLICATIONS NOW
OPEN**

**CLOSING DATE:
Friday 18th November**

**Places are limited.
Book now to secure your
spot.**

Affordable prices:

\$20 outside/ one table space

(Bring your chair/umbrella & stand)

\$30 BYO 3x3 tent - 3 tables

(Loads of tent sites available)

\$25 inside one table space

(Booked by regulars or go on the waiting list)

Terms and Conditions

Applications are NOW OPEN & close on Friday 18th November 2022 at 5 pm (unless booked out before hand)

Payment should accompany this Application and can be made by:

Bank Transfer - BOQ BSB 124001 A/C 10616146 Reference: **your Name and A&CM**

Cheque mailed to PO Box 2081 North Redcliffe, QLD 4020 made payable to Moreton Bay Arts Council Inc.

Cancellation: Booking fees are not refundable if the stall holder **Cancels after 5pm Monday 14th Nov. 2022.**
ONLY If the event is **cancelled by the organizers, will stallholders receive a refund.**

Site Fees:

Outside table: \$20 - BYO only one trestle table & chair + **own insurance (own umbrella and stand).**

Tent 3x3 : \$30 - BYO tent 3 x 3m (**no pegs or spikes - weights only**) 3 trestle & chair + **own insurance.**

Inside table : \$25 - Limited spaces (waiting list actioned if any cancellations) allocated space, BYO trestle table & chair + **own insurance.**

Public Liability Insurance

Own cover - send your current copy with the application.

MBAC One Day Temporary Member cover - \$5 per person (as per terms and conditions).

Contacts: for market information

Email: **A&CM mbac0395@gmail.com** Market Coordinator Mobile: 0417 714 351

Postal address: P O Box 2081, North Redcliffe QLD 4020

Stallholders' Requirements and responsibilities:

Health advice by Queensland Health Department **...Preventing the spread of Covid** - Wash your hands often or use hand sanitiser. Wear a face mask when you are not able to keep 1.5 metres away from other people.

Stallholder to supply:

1. Own table or tent, & chair (bring your own umbrella with base for shade - optional)
2. Public Liability Insurance cover:
All stallholders must have Public Liability Insurance Cover for themselves and every person assisting
* **No Insurance fee required for MBAC Financial Members** - you are already covered.
* Own PL Insurance: please attach a copy of your current certificate to this application.
* Need insurance coverage: Temporary MBAC (one day) Member PL Insurance – \$5 per person.
3. Products for sale must be: Handmade - crafted by the stall holder(s), clearly priced - keep prices reasonable as no commission is taken.
4. Market participants: **Please provide Business Facebook link /Instagram/ Blog/ Website** on the Application Form if possible. Arts & Crafters will be made co-hosts with MBAC Facebook Page for the event.
5. Remember to bring - receipt book – float if necessary, own card reader.

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Moreton Bay Arts Council will supply or provide:

1. **Venue:** Grounds and facilities at the Old Redcliffe Fire Station, 395 Oxley Av. Redcliffe.
2. Disability amenities, lots of seating under tents, private carpark.
3. All day music, raffle to support the Redcliffe Breakfast Club, all-day Art demonstrations.
4. **Opportunity:** to Show and Sell your handmade products in a safe, friendly location (no commission).
5. **Advertising:** Redcliffe Guide, Weekend Notes 'Feature' community Magazine, Moreton Daily Arts Mail Event and 997 local radio.
6. **Listings on:** Moreton Bay Arts Council - newsletter/website/Facebook campaign + 500 flyers
Redcliffe Art Society: newsletter/Facebook, Redcliffe Pottery Group: Newsletter/Facebook.
7. **Public Liability Insurance** cover as stated above (stallholders to supply: 2).
8. Stallholders will be allocated their site on market day.



Application for Arts & Crafters Xmas Market 26 November 2022

Please Fill in - sign and return this page only

Applicant Information	
Name:	
Street Address	
Suburb - Post Code	
Phone/Mobile Number	
Your e-mail address	
Your Facebook/Blog/Instagram/Web Page links	
Payment (please circle)	Bank Transfer \$..... Cheque enclosed: \$.....
Products for sale – list any new products	Must be hand made

Below Site requested - subject to availability at time of booking (Please insert details of your requirements)

Description	Total Cost
Outside table site : \$20. BYO one trestle table and chair + insurance (<u>own umbrella and stand</u>)	
Tent 3x3 site : \$30. BYO tent up to 3 trestle tables, chair + own insurance	
Inside table site : \$25. Allocated space for BYO table + own insurance (limited space waiting list)	
*MBAC PL Insurance Temporary Day Cover for ___persons at \$5 ea.	
TOTAL COST	

Public Liability (PL) Insurance:

Tick Relevant	Insurance Requirement
	As a financial Member of MBAC I am covered under MBAC Public Liability Insurance.
	I have my own PL insurance and a copy of my insurance certificate is attached.
	I require PL insurance (8 am 3pm on site only) at \$5 per person for _____person(s) as listed below:

1. Bookings are confirmed on 'first come and pay first' basis.
2. Application Form mailed and received or emailed – by closing date Friday 18th November at 5 pm.
3. Payment to accompany your application will confirm your booking. **Payment to:** Moreton Bay Arts Council Inc. Bank Transfer - BOQ BSB 124001 A/C 10616146 Reference: **Your Name, A&CM**
Cheque **made out to Moreton Bay Arts Council**, mailed to P O Box 2081 North Redcliffe, QLD 4020.
4. Insurance Certificate attached if applicable.
5. MBAC temporary PL insurance cover - if required for additional persons assisting on the day.
6. Stall requirements - trestle table, chair, tent, product etc....**PLEASE be set up & Shop ready By 8.30am. We are 'open to the public' at 9 am (but the public always come early).**
7. Health advice by Queensland Health Department ... Wash your hands often or use hand sanitiser.

I have read and understood the terms and conditions as set out in this application and I agree that Moreton Bay Arts Council takes no responsibility for any lost or damaged goods or personal belongings at the Arts & Crafters Market on Saturday 26th November 2022.

Stall holder signature.....**Date**.....

Keep this page for your reference

Stallholders Program on Market Day:

Market opens to the public 9.00 am – 2.00 pm

Set up times:

Tents 3x3 only 7.00 am

Outside tables only 7.30 am

Inside tables 8.00 am

On Arrival – check in with **the coordinator and confirm your site location**,
Off-load your stall items and set up (ask for help if needed)

After set up, (stallholders and helpers) please move your car to further away streets
Please leave the Mary Street car park free and street side parking for our visitors and customers.

9.00 am MARKETS OPEN, please ensure you are ready to welcome customers.

Closing down:

Between 2.00 - 3.00 pm pack up and clean up

(Please don't pack up before 2 pm or you will not be invited back).

Venue needs to be empty by 3.30pm.

Thank you.

Arts & Crafters Market Coordinator

Email: mbac0395@gmail.com

Mobile: 0417 714 351



Always Supporting the Creative Community