

## Arts & Crafters Market

Sat, 25th March 2023

10 am - 2 pm

Free Entry

395 Oxley Ave, Redcliffe 4020

### APPLICATIONS NOW OPEN

Book and Pay now

**Market spaces are only secured when a payment is received.**

**FIRST IN FIRST BOOKED**

### Affordable prices:

\$20 outside - one table

\$30 BYO 3x3 tent - 3 tables

\$25 inside table - limited

#### Terms and Conditions

**Applications are NOW OPEN and close on Tuesday 14 March 5 pm (unless sites are 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 **Tuesday 14 March 2023**.

If the event is **cancelled by the organizers, stallholders will receive a refund. Covid-19 related cancellations by either stall holder or Moreton Bay Arts Council will qualify for a refund or credit towards the next market.**

#### 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](mailto:mbac0395@gmail.com) Market Coordinator Mobile: 0479 058 051 (only on market day)

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

#### Stallholders' Requirements and responsibilities:

**Covid-19 advice:** You can wear a mask at any time if you choose to. You should always stay home if you're sick.

#### 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) only.  
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. You will receive an invitation to co-host and if you accept... you can post your products directly to the event page. This will also enable everyone to share the event with their Facebook pages. We also hope to promote each creative through your website/Instagram/blog - this will create a web of outreaching contacts.
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** booked: Grounds and facilities at the Old Redcliffe Fire Station, 395 Oxley Av. Redcliffe.
2. **Opportunity:** to Show and Sell your handmade products in a safe friendly location (no commission)
3. **Advertising:** Moreton Daily, Redcliffe Guide, Facebook, Arts Mail Event page, Weekend Notes
4. **Listings on:** Moreton Bay Arts Council - newsletter/website/Facebook campaign + 500 flyer  
Redcliffe Art Society: newsletter / Facebook, Redcliffe Pottery Group: Newsletter/Facebook
5. **Public Liability Insurance** Cover as mentioned above.
6. All Stallholders will be allocated their site on market day.



**Application for “Arts & Crafters” Market on Saturday 25 March 2023**

<b>Applicant Information</b>	
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 – <b>list some examples</b>	

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

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

**\*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 ( <b>9 am 3pm on site only</b> ) at \$5 per person for _____person(s) as listed below:

Name (printed) for insurance	Signature:
1	
2	
3	

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 25 March 2023

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

**Please return ONLY this page 3 with your payment to Moreton Bay Arts Council.**

**Please keep this page 4 for your information and reference**

**Applicant's Checklist** - Please keep this page for your information and reference.

1. **Bookings are on 'First come and pay First in' basis.** Application Form mailed and received or emailed – by closing date Tuesday, 14 March 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 9.30am. We are 'open to the public' at 10am (but the public always come early).**

**Covid-19 advice:** You can wear a mask at any time if you choose to. You should always stay home if you're sick.

Event Details: Public Entry Free  
**Art & Crafters Market Saturday 25 March 2023 - 10 am - 2pm**  
Old Fire Station, 395 Oxley Avenue, Redcliffe 4020

**Stallholders Program on Market Day:**

**Set up times:**

**Tents 3x3 only 8.00 am**

**Outside tables only 8.30 am**

**Inside tables this room will not be open until 8.45am**

**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, please remove your car to surrounding streets**

**Please leave Mary Street and car park free and street side parking** for our visitors and customers.

**10.00 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 Co-coordinator

Email: mbac0395@gmail.com

Mobile: 0479 058 051

