



The Rotary Club of Deloraine
Trading as the Tasmanian Craft Fair ("The TCF")
ABN 23 129 602 628
PO Box 253 Deloraine
Tasmania, 7304

Tasmanian Craft Fair

Deloraine 2nd to 5th November 2018

TERMS AND CONDITIONS

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These are the conditions by which you are permitted to exhibit at the TCF. Non-compliance may lead to you being asked to remove your goods, with no refund of any fees you have paid.

Important The TCF celebrates individual creativity and effort – this is what attracts customers. For this reason, all work for sale **must** be created by, designed by and/or made by the exhibitor. In the case of food vendors preference is given to vendors who grow, make or transform their food or drink.

In addition, you, the maker of the goods exhibited, **must** be at your stall every day of the TCF unless approved by the Director

Application

1. Incomplete applications will not be considered.
2. Do **not** send money when lodging your application. If your application is successful an invoice will be sent to you. This must be paid within 14 days, with the reference being your invoice number. Cheques will be accepted.
3. A complete list and description of all product lines to be exhibited must be provided together with photos. Descriptions such as “accessories” or “related products” are not acceptable. Food and beverage vendors should provide a detailed menu including prices and a brief description of your food operation with a photo of your stand/van. Garden suppliers must provide a list of plant species you will be selling.
4. You must include a copy of the Certificate of Insurance for public liability for a sum of not less than \$10 million with the application. The TCF insurance only covers Rotarians and volunteers, not exhibitors. If you don't have cover already, Google “Stallholder Insurance” to find companies that provide this type of cover. Note that if your insurance policy needs to be renewed between the time you have sent it to us and the start of the TCF, we will need to get a copy of the renewed policy.
5. If you sell any alcoholic beverage you must pay the \$25 levy to be covered under the TCF Liquor Licence. During the TCF you must be able to provide evidence that any person selling alcohol has undertaken a Responsible Serving of Alcohol course.

Payments All invoices should be paid within 14 days. If full payment is not received by the due date a \$50 late fee will be applied.

Cancellations Cancellations before the deadline of 1 September will incur a \$50 administration levy.
Cancellations after this date forfeit all fees paid, unless the TCF directs otherwise in exceptional circumstances.

Exhibitor Passes Exhibitors receive four exhibitor passes per stall, valid for the whole of the TCF. Additional adult staff passes (either 1 day or 4 day) can be purchased at the standard rate. Passes must be worn at all times.

Under no circumstance are exhibitor passes to be given to anyone else.

Exhibitor lanyards are to be returned at the conclusion of the TCF.

Privacy Your trading name and telephone number will be included in the TCF Program and on the TCF website. Should you not want this information to be divulged, indicate this in your application under "Special Requirements" and only your trading name will be shown.

Publicity You acknowledge that the TCF may take photographs of you, your stall and/or your products for future publicity purposes. If you do not agree with this requirement, you must notify the Director in writing prior to the TCF.

Disclaimer Whilst the Rotary Club of Deloraine, trading as the TCF, has made every effort to ensure the information contained herein is true and correct, some information may be incorrect or may have altered since publication.

Craft Fair cancellation If the committee finds it necessary or expedient to cancel or postpone the TCF, it may do so upon notice to that effect, signed by an authorised representative of the committee, being served on the Exhibitor in any of the following ways:

- a) Writing to the Exhibitor's email address as provided in the Exhibitor's profile or such other last known email address held by the Committee.
- b) By advertisement in the Public Notices section of The Examiner or other local newspaper.

The Committee will not be liable to the Exhibitor for any compensation whatsoever as a result of the cancellation or postponement of the TCF. No refund of any monies paid will be made to Exhibitors in the event of TCF being cancelled or postponed.

- Other**
1. Exhibitors (excluding caterers & garden suppliers) are not allowed to sell goods manufactured by someone else. Any exhibitor who contravenes this condition will be directed to remove the offending articles and may be directed to vacate their stall without compensation.
 2. Commission selling or sales on behalf of a third party is not permitted, other than by special arrangement as approved by the Director.
 3. Raffles of any kind are not permitted, except by and for the TCF itself.
 4. The Rotary Club of Deloraine accepts no responsibility for breakage, theft or loss of goods or equipment.
 5. Exhibitors must comply at all times with the Tasmanian Work Health and Safety Act 2012.
 6. All electrical cords and appliances must have in-date test and tag. Testing and tagging may be available from the TCF's contracted electricians, at the exhibitor's cost.
 7. Exhibitors must NOT allow their exhibits or free-standing displays to protrude into the aisles, to block emergency exits or to block access to

fire hose reels or fire extinguishers. Food vendors van/tent dimensions must not exceed that for which you have applied (this includes the drawbar of a van).

8. Exhibitors must not distribute self-adhesive labels or stickers of any kind.
9. Exhibitors using a naked flame or any form of heating device must supply their own fire extinguisher, with in-date test and tag. The extinguisher must be at their stall at all times.
10. The Rotary Club of Deloraine reserves the right to reject any application and correspondence on this will not be entered into.
11. If the Tasmanian Craft Fair has not received full payment of monies owing by the Monday preceding the craft fair, then entry to the grounds may be refused.
12. All exhibitors/food vendors preparing and/or serving food and/or beverages must comply with all Meander Valley Council health requirements.
13. Exhibitors are not to take possession of space allocated until the Thursday prior to the event (unless by arrangement)
14. If an Exhibitor does not exhibit for the full period of the TCF, the committee has the right to decline or not accept future applications from that exhibitor.