



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 2<sup>nd</sup> to 5<sup>th</sup> November 2018**

## **GENERAL INFORMATION FOR GARDEN SUPPLIERS**

## EXHIBITOR INFORMATION

### Welcome to the Tasmanian Craft Fair for 2018

Take advantage of this great opportunity to be part of Australia's largest working display of arts and crafts.

The TCF is staged over 8 venues and 3 food courts, attracting over 20,000+ visitors to Deloraine over 4 days in November 2018.

Free buses for visitors run between venues with all venues being undercover. Gourmet food and entertainment provides an enjoyable event to attract more visitors to this event.

Now running in its 38<sup>th</sup> year, the TCF offers the opportunity to make strong connections with the public and provide the opportunity to interact with the largest number of potential buyers in the shortest possible time

The TCF started as the "Tasmanian Cottage Industry Exhibition and Craft Fair" with an accent on demonstrating exhibitors' skills. This aspect has been carried throughout the 37 year history and there will be incentives for exhibitors to again do so this year.

The TCF is run by the Rotary Club of Deloraine and other volunteers and all surplus proceeds are donated to the community – both local and international.

Applications for a site at the TCF will be assessed on a number of parameters:

1. the quality of your plants
2. uniqueness of your plants
3. attractiveness of your display

**See also "General Information" below and the "Terms and Conditions".**

Good luck with your application.

Lesley Dare  
TCF Director

## CONTACT DETAILS

TCF Office  
PO Box 253  
Deloraine, Tasmania, 7304  
**e:** info@tascraftfair.com.au  
**w:** www.tascraftfair.com.au

TCF Director  
Lesley Dare  
**m:** 0439 931 990  
**e:** director@tascraftfair.com.au

TCF Secretary  
**e:** secretary@tascraftfair.com.au  
Merrilyn Young  
**m:** 0427 469 586  
Greg Burgess  
**m:** 0477 120 683

## IMPORTANT DATES IN 2018

- Mid February      Anyone who has exhibited for the past two years will receive advice by email when applications are open. Applications should be submitted on line at [www.tascraftfair.com.au](http://www.tascraftfair.com.au). (Printed application forms can be obtained by contacting the Secretary).
- 15 April            Closing date for applications.
- 30 April            Successful applications will receive an acceptance email and an invoice requesting 50% deposit. The invoice must be paid within 14 days to confirm your site. If you do not wish to take up the site offer, please inform the TCF Secretary so that the site can be offered to someone else
- 30 June            You will be sent an invoice for the balance of stall fees due.
- 1 September      Deadline for exhibitors to cancel their application in writing. An administration levy of \$50 will apply. After this date forfeit all fees paid unless the TCF directs otherwise after receiving a written request.
- 16 September    Exhibitors notified by email of the location of their allocated site.
- 1 November      Stall set-up between 9.00am to 5.00pm (only). TCF Program and passes available from Venue Marshals.
- 2–5 November    Tasmanian Craft Fair 2018.
- 5 November      Stall take-down commences at 4.00pm.

## GENERAL INFORMATION

**Applications - New and Continuing Applicants** As part of your application you must include a detailed list of the plant species you will be displaying.

Note that if your application is accepted, you will only be able to add other species with the approval of the TCF Director. Any changes must be requested in writing and received by 1st October.

Exhibitors may indicate a preferred site location on their application, however the choice of location is not guaranteed and there is no automatic right to the same site as previous years.

Note that if the goods do not match the information provided, the exhibitor will be required to withdraw them immediately, and this will be taken into account if applications are made for future TCFs.

There will be no refund of stall fees in the case of misrepresentation.

### Pricing

Garden site: \$685

Table hire (moulded plastic, approx. 1800 x 900mm): \$12.50 each

Extra passes (up to 4 passes are included with the stall fee):

\$17 each for single day; \$30 each for four day passes.

### Site Allocation

It is not possible to meet every exhibitor's preference. By placement of attractions and using promotion as well as free shuttle buses, TCF visitors are encouraged to visit all venues. The TCF reserves the right to allocate sites as it determines to be appropriate.

### What's Provided

- A "Hoecker" structure
- Up to 4 exhibitor passes – additional passes need to be purchased.
- Free car parking. During the TCF's opening hours, your vehicles must be parked in the locations designated – do not park outside any of the venues.

### What's Not Provided

- Tables (unless requested on the application and paid in full prior to the TCF. These tables are made of moulded plastic and are 1800mm x 700mm)
- Chairs
- Lighting
- Electrical extension cords
- Storage facilities
- Lifting facilities

**Hours of Operation**

**Stalls must be set-up between 9.00am and 5.00pm on the Thursday preceding the TCF.**

During the TCF, venues will open for exhibitors at 7.30am on the Friday and 8.00am on the other three days. Exhibitors **MUST** be at their site by 8.30am every day.

Venues close at 5.00pm on the first three days and 4.00pm on the Monday.

Exhibitors, or their staff, **MUST** be at their stall until the official closing time on all days. Any exhibitor not complying with this requirement will not be considered for further TCFs.

All venues are locked and secured by 5.15pm each evening from Thursday to Sunday. A night watch service is provided and all venues are patrolled between 6.00pm and 8.00am. The TCF's insurance does not cover theft, loss or damage on behalf of exhibitors – you will need to arrange this for yourself if you wish to have it.

**Media**

Print, radio and television journalists cover the TCF and requests to exhibitors for interviews or photos should be honoured, as such promotion is of benefit to all exhibitors.

However, exhibitors are not permitted to discuss the operation of the TCF as a whole – this is the sole responsibility of the TCF Director.

**Administration**

The administration office is located at Venue 5. Contact details for the Director and Secretary are given on Page 2 of this document.

**Marshals**

Each Venue has marshals assigned. They should be your contact for any queries during the TCF.

**Banking**

Exhibitors are advised to bring sufficient cash for their own needs.

ATMs are available outside Venue 4, as well as at the ANZ, Bendigo and Commonwealth Banks in Emu Bay Road. An ATM may be available at Venue 7 in 2018 (to be confirmed).

**Credit Card, EFTPOS and PayPal Facilities**

The TCF does not supply credit card facilities.

The use of EFTPOS relies on the telephone network and with a large volume of traffic there can be delays, especially for networks other than Telstra. PayPal uses the internet and may be more reliable.

**Animals on Site**

Except for assistance dogs, **animals are not permitted on site**, including in parked cars.

## ROTARY CLUB OF DELORAINE – ORGANISERS OF THE TCF

The community of Deloraine boasts the third-largest Rotary Club in Tasmania, with a very active membership representing a cross-section of the community committed to making positive change in their local region.

In the past 37 years, more than 12 major projects in the region have benefited from TCF funds, in some cases by way of seed capital to commence a project and thereby attract Government and other funding opportunities to complete the project. In other cases the Rotary Club of Deloraine has provided 100 per cent funding for the project. More than 200 smaller community projects have been funded through the TCF.

The impact of the TCF funding on communities and individuals ranges further than the Meander Valley community, with support for many other Rotary projects worldwide. Through these international projects the Rotary Club of Deloraine helps instil a sense of pride in the local community – through “their Fair” they can bring about significant change in the lives of disadvantaged people all over the world.

Projects and groups which have benefited benefit from TCF funding include:

- Community: aged care facilities, Giant Steps school for autistic children, Royal Flying Doctor Service, Chudleigh Show Society, Aussie Helpers, local schools, Deloraine Hospital, Mole Creek On-line Access Centre, beautification of the Meander River bank Deloraine, bridges across the Meander River, and the Deloraine Swimming Pool.
- Youth: running the state-wide Model United Nations Assembly, annual free Learn to Swim program, sponsoring children to attend programs in Tasmania and interstate designed to encourage high achievers and future leaders to realise their potential.
- Vocational: tertiary scholarships, apprentice and trainee awards, and international visits by leading individuals in their field.
- International: Polio eradication, identification and cataloguing of plants in a malnutrition reduction program, support of an eye clinic in Nepal, and rebuilding of cyclone affected buildings in Fiji, Days for Girls (provision of sanitary products and training for young girls) in Nepal.

In addition, about 20 per cent of the funds raised goes straight back to other community organisations (e.g. Apex and Lions; other Rotary clubs; school, sporting and church groups) that supply volunteers to assist in the running of the Fair. In many cases, this is their major fundraising event for the year.

The benefits to the local community reach far beyond the re-investment of funds raised into development, infrastructure and community-building projects. Business owners around the Meander Valley benefit from the influx of 20,000 visitors to the TCF each year.