



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

Tasmanian Craft Fair

Deloraine

1 to 4 November 2019

GENERAL INFORMATION FOR GARDEN VENDORS

EXHIBITOR INFORMATION

Welcome to the Tasmanian Craft Fair for 2019

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

The Tasmanian Craft Fair is staged over 8 venues and 3 food courts, attracting over 20,000+ visitors to Deloraine over 4 days in November 2019.

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 39th year, the Tasmanian Craft Fair 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 Tasmanian Craft Fair 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 Tasmanian Craft Fair 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
Tasmanian Craft Fair Director

CONTACT DETAILS

Tasmanian Craft Fair Office
PO Box 253
Deloraine, Tasmania, 7304
e: info@tascraftfair.com.au
w: www.tascraftfair.com.au

Tasmanian Craft Fair Director
Lesley Dare
m: 0439 931 990
e: director@tascraftfair.com.au

Tasmanian Craft Fair Secretary
e: secretary@tascraftfair.com.au
Merrilyn Young (**after 6.00pm**)
m: 0427 469 586

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. (Printed application forms can be obtained by contacting the Secretary).
- 31 March Closing date for applications. Late applications may be accepted but will be at the discretion of the Exhibitor Selection Committee.
- 30 April Successful applications will receive an acceptance email followed by 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 Tasmanian Craft Fair 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.
- 15 August Deadline for exhibitors to cancel their application by email/writing. An administration levy of \$50 will apply. After this date you will forfeit all fees paid unless the Tasmanian Craft Fair directs otherwise under exceptional circumstances after receiving a written request.
- 1 September Exhibitors notified by email of the location of their allocated site. Certificate of Insurance requested (to be provided by 30 September).
- 31 October Stall set-up between 9.00am to 5.00pm (only). Tasmanian Craft Fair Program and passes available from Venue Marshalls.
- 1–4 November Tasmanian Craft Fair 2019.
- 4 November Stall take-down commences at 4.00pm.

GENERAL INFORMATION

Applications - New and Continuing Applicants

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 Tasmanian Craft Fairs.

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

Pricing

Garden site with 3 sided 6x3m marquee provided (an additional 3m in front of site can be used for displays/products): \$685

Garden site, supplying own van/marquee, up to 10 m² area: \$580

Other configurations: Price on application

Table hire (moulded plastic, approx. 1800 x 750mm): \$12.50 each

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

\$17 each for single day; \$30 each (**Exhibitors only**) 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, Tasmanian Craft Fair visitors are encouraged to visit all venues. The Tasmanian Craft Fair reserves the right to allocate sites as it determines to be appropriate.

What's Provided

- Up to 4 exhibitor passes – additional passes need to be purchased.
- Free car parking. During the Tasmanian Craft Fair'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 Tasmanian Craft Fair. These tables are made of moulded plastic and are 1800mm x 750mm)
- 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 Tasmanian Craft Fair.

During the Tasmanian Craft Fair, 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 Tasmanian Craft Fairs.

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 Tasmanian Craft Fair'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 Tasmanian Craft Fair 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 Tasmanian Craft Fair as a whole – this is the sole responsibility of the Tasmanian Craft Fair Director.

Administration

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

Marshalls

Each Venue has Marshalls assigned. They should be your contact for any queries during the Tasmanian Craft Fair.

Venue 7: (Showgrounds):	John Dare	0410 557 598
	Paul Bowman	0418 530 844

Banking

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

Credit Card and EFTPOS Facilities

ATMs are available outside Venue 4 and inside Venue 7 and also at the ANZ, Bendigo and Commonwealth Banks in Emu Bay Road.

The Tasmanian Craft Fair 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.

You should be prepared to connect to the Wi-Fi network in the case of phone network outage.

Animals on Site

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

ROTARY CLUB OF DELORAINE

ORGANISERS OF THE TASMANIAN CRAFT FAIR

The community of Deloraine boasts one of the largest Rotary Clubs 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 38 years, more than 12 major projects in the region have benefited from Tasmanian Craft Fair 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.

Projects and groups which have benefited benefit from Tasmanian Craft Fair funding include:

- Community: aged care facilities, SES, 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, rebuilding of cyclone affected buildings in Fiji and Days for Girls (provision of sanitary products and training for young girls) in Nepal.

In addition, about 50 per cent of the funds raised goes straight back to other community organisations (e.g. Apex, other Rotary clubs; school, sporting and church and community 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 significantly from the influx of 20,000 visitors to the Tasmanian Craft Fair each year.