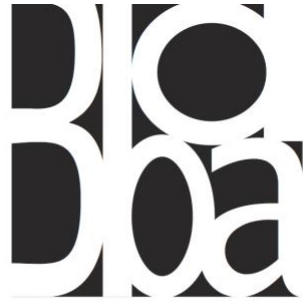


2018/2019
Stallholder application



Baw Baw Arts Alliance



Returning Stallholder Yes No

Name: _____ Company Name: _____

Address: _____

Phone: _____ Website: _____

Email: _____

Description of your work (what makes it unique?) _____

Category (Circle/Highlight as many as needed) Painting, printing, ceramics, illustrations, sculpture, mosaics, photography, metalwork, woodwork, textiles, jewellery, author, toys, clothing, leather, other (please specify here) _____

PUBLIC LIABILITY INSURANCE: No Yes **IF YES, #** _____ **Expires** _____

A COPY MUST BE PROVIDED WITH APPLICATION

And/Or Bbaa Membership paid until _____?

STALL 3 x 3 m (Please indicate your preference):

3 x 3 meters unlimited height

3 x 3 m under the shade of a tree (Marquee may not fit).

Cost is \$155 for the season for non-members of Bbaa or \$130 for Bbaa members. Casual \$35/ month.

Circle the months you would like to have a stall:

October 20 November 17 December 15 January 19 February 16 March 16

DO NOT SUBMIT PAYMENT WITH APPLICATION. YOU WILL BE NOTIFIED BY EMAIL OF ACCEPTANCE AND WITH PAYMENT INSTRUCTIONS.

Applications are due back by 20th July so Bbaa can make first round offers.

Terms & Conditions:

Submit this application form along with two images of items to be sold (max 300k) to the Arts Market Coordinator by email. Email warragulartsmarket@gmail.com. Alternatively use the online form at <http://stationgallery.synology.me:2244/machform/view.php?id=21038>

- The Arts Market Committee jury considers the applications. Once accepted, stallholder’s booking is confirmed with payment.
- Preference is given to high-quality, authentic artworks, innovative products, crafts, handmade goods and to local artists.
- All goods must be diverse across the market. To maintain diversity of stalls each category may be capped at 10% of total number of stalls, depending on demand.
- All goods for sale must be original and designed and produced by the stallholder. Products will be monitored for consistency.
- All goods must be presented professionally with a quality that enhances both artwork/goods and Market aesthetic alike.
- Shared stalls. Stalls may be shared but separate applications must be submitted.
- Casual stallholders are required to **PAY IN ADVANCE** for their stall and will be invoiced prior to each market.
- Stallholders must park their vehicles off site at the designated parking area ONLY.
- Stallholders may set up from 7:00 am and must be ready by 9:00 am.
- Marquees must be secured against the wind. 15kg weights are preferred over pegs
- **Stalls are not permitted to be dismantled before 1:00 pm** and vehicles must wait until **1:15pm** before entering the market area to collect equipment.
- All packaging materials and rubbish must be taken home with stallholders.
- Stallholders or stallholder representatives must man stalls at all times.
- **Cancellation Policy:** Stallholders may cancel up to 72 hours prior to the market with no penalty, by notifying the Market Coordinator by phone.
- Stallholders who miss two consecutive markets without notice will not be asked back.
- Refunds: No refunds will be made should a market be cancelled by the Market Coordinator for any reason, eg Code Red Day.
- Warragul Arts Market is advertised monthly in the Warragul Gazette, the Trader, and with fliers.
- Baw Baw Arts Alliance Inc will not accept any responsibility for expenses arising from theft and damage of artwork/goods during the market.
- Baw Baw Arts Alliance Inc will not accept any responsibility for death or injury to any person whilst in the confines of the market.
- Spruiking by stallholders will not be accepted at any time.
- WAM is a plastic bag free event. Stallholders need to seek alternatives for packaging.

Baw Baw Arts Alliance Inc. can terminate this agreement giving one week’s notice, in writing.

I have read and agree with these terms and conditions.

Signed,

Artist/ stall holder

Date

Return completed applications to: Cathy Smith warragulartsmarket@gmail.com or post to Bbaa Warragul Arts Market, P.O. Box 182, Yarragon, 3823.

For any enquiries, leave a message for Cathy at 03 56253556

Office Use:

Amount paid \$ _____

Date & method paid _____

Payment Options: Do not pay until you are offered a site.

- Make Cheques payable to “Baw Baw Arts Alliance Inc.’, and send to Bbaa Warragul Arts Market, P.O. Box 182, Yarragon, 3823.
- Direct Deposit to Bendigo Bank- Baw Baw Arts Alliance Inc. - BSB – 633-000 ACCT# 126093996. Reference with WAM followed by your name, e.g. WAM- Jo Smith.



Arts Markets info

2018-2019 season

Baw Baw Arts Alliance

A.B.N 84 048 435 167. Association No. A0046951L

Baw Baw Arts Alliance Inc. runs the Warragul Arts Market. Bbaa is a volunteer organisation.

The Arts Market is a free cultural event where visitors can view and experience what the local arts community has to offer. Artists showcase their unique handmade art works including painting, printmaking, illustrations, sculpture, ceramics, mosaics, photography, woodwork, furniture, fibre work, knitting, metalwork, handmade jewellery and clothing.

Visitors can also view demonstrating artists, live music, and performers as well as participate in hands on creative arts activities. The market is a unique experience that brings the creative to the community. It provides an opportunity for people to talk directly with artists about their work. Warragul Arts Market offers a venue for artists to build networks, collaborate with other artists, and to be part of an active creative community.

Warragul Arts Market is on the third Saturday of each month from 9am – 1.00pm. (October – March) at Civic Park, Albert Street, Warragul. There are up to 60 arts stall holders each month. Civic Park has grass and shady trees. There is access to the Civic Park toilets, BBQ, playground and the West Gippsland Arts Centre. The Warragul Arts Market has many hundreds of people come to shop and experience the festive atmosphere. Bookings are made by either emailing warragulartsmarket@gmail.com or leaving a message for Cathy on (03) 56 253 556.

The Warragul Farmers Market runs concurrently shoulder-to-shoulder in Civic Park. The Farmer's Market contact is sallie@warragulfarmersmarket.com.au

Important Information for Arts Market stallholders

1. Items for sale must be original and made, designed and produced by the stallholder. Priority is given to Bbaa members, local artists and to unique works. See application for additional selection criteria.
2. Due to the popularity of the market there is a selection committee to ensure quality and diversity of artists stalls with the aim to have no more than 10% of stalls in any one category. Preference is given to artists making unique works with a high quality, and to local artists.
3. Regular stall sizes are 3m x 3m. Line making spray indicates stall boundaries and numbers. Some sites are under trees and will not accommodate a marquee. No double sites may be booked for individuals.
4. Sites are secured by advance payment, after the application is accepted.
5. Stall Costs –REGULAR size \$155 for one season (six months). Casual stalls are available at \$35 Financial members of the Baw Baw Arts Alliance will pay a discounted amount (\$130) for season bookings. You must indicate when your membership expires.
6. Payments can be made by cheque to the "Baw Baw Arts Alliance Inc.", and sent to Bbaa Warragul Arts Market, P.O. Box 182, Yarragon, 3823.
Or by direct debit to Bendigo Bank- bsb- 633-000 acc# 126093996 with stall holders name as reference preceded by the letters WAM(Warragul Arts Market). Example: "WAM Jo Smith" (if depositing to a bank teller use the bsb –633-108).
7. Market Times: 9.00am -1.00pm. Packing up only after 1pm is important.
8. Stallholders may arrive to set up between 7 and 8:30am. Stallholders are able to drive to unload their goods at their site. Cars parked off site must park at the **Mason St Car Park**, and may not be parked out the front or on nearby streets. Cars are allowed back in to collect goods after **1.15pm**.
9. Individual stallholders, demonstrating artists, and performers will all need their own public liability insurance and to present their insurance certificate to the market coordinator. Financial members of Bbaa who are stallholders are excluded as they are covered under Bbaa Public Liability.
10. Marquees must be secured against the wind. 15kg weights are preferred over pegs.
11. Stallholders may cancel up to **72 hours prior** to the market with no penalty, by notifying Cathy in Market Administration by phone. (03) 56 253 556.