



All proceeds go to supporting newly arrived migrant & refugee women artists & designers

Space2b Design Market @The Astor : Expression of Interest	
Business name	
Name	
Address	
Phone	
Email	
Website	
Category	Homewares Fashion Fashion accessories Jewellery Kids Art Stationery Ceramic Health & beauty Other:
Product origin	Handmade Imported Combination
Product description Please include how the products are made, what materials are used and any other details to support your work	
Price range	
Stall required	2mx1m (\$120) 2mx2m (\$195)
Images	Please send 3 - 5 images
Terms & Conditions Agree to our terms & conditions	I have read and agree to the terms & conditions

Space2b 2014 Terms and Conditions

Images

Applications will not be processed without the inclusion of 3 photographs.

Please email your images to **market@space2b.com.au**

*Files must be in .JPG or .pdf and less than 500KB. Please put your company name on each image.

Images may be used for advertising purposes.

Applications

Space2b Design Market aims to represent carefully selected Australian designers and artists.

The selection of stallholders is made by the market organisers and will depend on quality and quantity of similar products. Applicants will be notified by email within 7-14 days.

Panel decisions are final.

Payment

Once your place is confirmed we require full payment within 7 days to secure your spot. Specify your business name and invoice number when making the transfer.

Guarantee of booking is only upon receipt of payment and issue of receipt.

Should payment not be met you forfeit your booking and your stall will be offered to stallholders in your category on the waiting list. Only 1 reminder will be sent 5 days after booking confirmation issued to the stallholder.

Cancellation

Cancellation will incur a 100% charge unless the stall can be filled by market organisers, in which case a 25% fee will be charged. Cancellation less than 30 days prior to the event will incur a 100% charge. All cancellations must be emailed to market@space2b.com.au.

Should the market be cancelled due to unforeseen circumstances out of our control a refund of 40% of stall fee will be issued.

Stall Details

Each display area will be 1m x 2m or 2x2 including a standing/sitting area. There may be some for clothing 0.5x3.

You will need to bring your own table(1m x 2m max) and chair. If you have trouble with this email us.

Items will not be allowed to be displayed on the floor, but having a table is not a requirement.

If your product range would be better displayed in a bookshelf/basket/stand/clothing rack etc just bring these along on the day.

Please stay within your display area.

Market day details 10-4pm

Set up is from 8.30-9.45am. All stallholders must be ready to trade by 9.45 am

Bump out is to be completed within 1 hour post to the event.

Safety & equipment

Each stall must be attended by one person at all times. Stallholders are responsible for the security of their own goods. You will be required to trade for the entirety of trading hours as leaving early is disruptive to other stallholders and a Health and Safety issue.

Your equipment must remain within your allocated space and any boxes and products not displayed on table or racks must be discreetly stored away out of view and access to the public.

POWER REQUIREMENTS: All electrical equipment brought in by stallholders must be tagged in compliance with relevant workplace regulations.

Waste management

Stallholders are responsible for the removal of all waste from their stall and marketplace and are encouraged to use recyclable packaging.

Terms & Conditions

Retailers must adhere to the terms and conditions in this contract.

Thank you

Janine, Katharina & Mariam