


## Specific Information for Stall holders: Artists and Crafters

Item	Details
<p><b>Stall holders</b></p> <p><b>Artists and Crafters</b></p>	<p>Our intention is for all stalls to be set up in the hall. If required the church and grounds may be used.</p> <p>Artists will be given:</p> <ul style="list-style-type: none"> <li>● 1 fencing screen (1.8 high, 2mt long)</li> <li>● A table and</li> <li>● 1 or 2 chairs in order to create their own visual display.</li> </ul> <p>Artists may bring their own marquee to set up in the grounds if desired. Artists are required to bring all hanging equipment and materials, and decorative infrastructures to ensure your stall has an attractive and festive display.</p> <p>Stall holders are <b>required to take out their own market insurance</b> for the two days.</p> <p><b>Sales and Payment Procedure</b></p> <p>Space and stalls are provided <u>free of charge</u>.</p> <ul style="list-style-type: none"> <li>▪ All sales are to be recorded by the seller against their own list of articles.</li> <li>▪ The purchaser is to take the ticket to the Central Payment Desk where payment will be made preferably by credit card.</li> <li>▪ This will be receipted and recorded. Two copies will be given to the purchaser who will then return to the seller. One receipt to be given to the seller and one kept by the purchaser.</li> <li>▪ Sale is then complete, and purchase is collected.</li> </ul> <p>80% of monies received will be deposited in the bank accounts of all registered sellers in the week following ArtBurst</p>

<p><b>Set up and pack up times.</b></p>	<ul style="list-style-type: none"> <li>▪ <u>Stall holders</u> to arrive and offload between <b>10am and 3:00pm on Friday 28th</b></li> <li>▪ <b>All setting up in buildings must be completed by 3:45</b></li> <li>▪ <b>Outdoor displays must be ready to open at 9:45 Saturday</b></li> <li>▪ Stalls are required to be actively selling until 3:00pm. Equipment can be removed after 3pm on Saturday.</li> </ul>
<p><b>Stallholders: Parking/Offloading:</b></p>	<ul style="list-style-type: none"> <li>▪ Upon arrival, an Artburst a volunteer will greet, guide and assist artists to their location.</li> <li>▪ <b>Stall Holders</b> may <b>offload</b> from the car park at the back of the church, near the hall.</li> <li>▪ To encourage as many guests as possible on Saturday, artists are to park offsite. <u>Parking is available at the Holy Spirit Anglican Church, 1036 Moggill Road.</u></li> </ul>
<p><b>Child Safe Ministry for Children</b></p>	<p>Kenmore Uniting Church adheres to the Uniting Church's Safe Ministry for Children's Policies, and ArtBurst is a family friendly occasion and open to all. We ask that artists are cognizant of this, and display works appropriately. Artists must be willing to remove any artwork not deemed suitable upon request from Wendy Hoskin, Chair of Church Council</p>
<p><b>Auction</b></p>	<div style="text-align: center;">  </div> <p><b>Healing through creativity: Supporting recovery through Recreational Therapy and Art Therapy</b></p> <p>Families who come to our services are often rebuilding after trauma, homelessness or domestic and family violence. Many arrive feeling unsafe, overwhelmed, and disconnected - and for some, words are not enough to explain what they have experienced.</p> <p>That's why creative therapies matter. They offer a different pathway to healing - one built on safety, expression, and connection.</p> <p>Two complementary programs. These programs work together to support healing at different levels:</p> <ul style="list-style-type: none"> <li>• Recreational Therapy creates community, connection and safety Art Therapy supports deeper individual healing and recovery</li> </ul>



	<ul style="list-style-type: none"> <li>Together, they ensure people are supported both socially and personally, helping them move forward with strength and stability.</li> </ul> <p>Please support our Auction.</p>
<b>Public Liability Insurance:</b>	While the Uniting Church has its own Public Liability Insurance, we are required by Uniting Church Synod Queensland to inform you that any accidents or injury resulting from Festival participants' equipment or articles for sale, need to be covered by the Festival Participants' Public Liability Insurance, and are not covered by the Church's Public Liability Insurance. Your personal Home and Contents insurance may include public liability coverage. <b>ArtBurst participants must take out their own public liability insurance for their stall and return a copy of the Insurance Certificate of Currency prior to setting up your stall</b>
<b>Workplace Health and Safety:</b>	Safety to yourself and patrons is paramount at the Fair. Stallholders are to supply their own safe and <b>tested</b> electrical leads and adapters, all power boards and appliances, if they are needed by stallholder.
<b>Outdoor:</b>	The event is primarily held indoors - In the event of average weather conditions, the event will continue as planned. In extreme and/or unsafe conditions the event organiser may decide to postpone or cancel the event. Stallholders will receive a phone call from the event organiser by 7am on the day of the event
<b>Security:</b>	ALL stallholders are responsible for their own property at all times. Any product left on the site will be the exhibitor's own risk. A member of the KUC Congregation will be on site overnight 28 <sup>th</sup> August.
<b>Cleaning</b>	Please ensure your rubbish is removed before leaving the site.
<b>Concert</b>	A concert presented by Bellsonance will be held in the church commencing at 3:30

**REGISTRATION FOR ARTBURST STALL HOLDERS 2024**

**STALL HOLDERS' NAME:**

**PHONE NUMBER:**

**EMAIL:**

**SOCIAL MEDIA:** I hereby give permission for Kenmore Uniting Church to use my social media

**My Facebook Account:**

**My Insta Account:**

**My website:**

**BANK ACCOUNT DETAILS FOR REFUND**



**Account Name:**

**BSB:**

**A/c Number:**

**DESCRIPTION OF ARTWORKS.**

- Painting/Drawing/Photography
- Sculpture/Ceramics
- Jewellery
- Cards
- Textiles
- Other.

**Any other details or requirements :**

**Auction Donation** This item will be listed in the auction catalogue which is circulated prior to the event.

Item:

**Please attach a photo**

Name of artwork:

Description:

**INSURANCE**

I understand that I am required to purchase and submit to ArtBurst my Market Stall Certificate of Currency **prior** to setting up my stall

**Indemnity Declaration** I agree to indemnify the Uniting Church in Australia Property Trust (Q.) trading as Kenmore Uniting Church its agents, employees, servants and voluntary workers against all claims and losses of every kind arising out of or in connection with my participation in the "ArtBurst" art and craft fair, organised by The Uniting Church in Australia Property Trust (Q.) trading as Kenmore Uniting Church its agents, employees, servants and voluntary workers, except where negligence is proven.

Participants Signature :

Date Signed:

Participants Name:



For Office Use only:

- A copy of indemnity has been received: Yes
- Auction information received: Yes

Notes: