



The Geham Craft and Garden Show is a high-quality event featuring handmade and home grown goods which is put on each year by the Geham State School P&C. It has been held annually since 2008 and has grown to now attracting in excess of 1700 people/year.

This year's Show will be held on **Friday 21<sup>st</sup>, Saturday 22<sup>nd</sup> and Sunday 23<sup>rd</sup> September, 2018**. Opening times will be as follows:

- Friday 21<sup>st</sup> – 6.00pm – 8.00pm (Opening Night, entry via pre-purchased ticket)
- Saturday 22<sup>nd</sup> – 9.00am – 5.00pm (open to the public)
- Sunday 23<sup>rd</sup> – 9.00am – 3.00pm (open to the public)

The Craft and Garden show is based on unmanned stalls, with our stallholders setting up their displays in the two days prior to the show and leaving them unattended for the weekend. The Craft and Garden Show committee will have volunteers rostered on to look after the stalls during the show, replenishing stock and reassembling stalls where and when required. All payments for goods will be made at our main cashier's desk located at the exit. For this service a 10% commission will be deducted from all sales and go towards the Geham State School P&C fundraising for various school resources.

Upon registration you will be allocated a three letter **Stock CODE**. All items put up for sale during the craft show must display this code and the price you wish to sell the item for including the 10% commission. All stallholders will be issued with bar codes for stock identification by the committee. This code is used to track your stock during the show so that all items sold can be recorded against your account. The bar codes can either be printed by the stallholder or upon request can be printed by the committee. Details along with a request form will be included in the registration pack.

Compulsory **liability insurance** for every stallholder is required. We understand that not everyone is in a position to hold liability insurance so we are offering weekend coverage for a fee. If you already have coverage we are required to hold a copy of your policy. If you share a site and therefore have separate codes, you will be required to take out separate insurances.

The Craft Show committee will be advertising the event via a number of mediums within the community. A Facebook page <https://www.facebook.com/GSSCRAFTSHOW> is set up for the event and regular postings about the stallholders will be made on this page in the leadup to the event. You can take advantage of this free Facebook advertising by following the page and recommending it to your friends and family. All information about the craft show will also be available on our website [www.gehamcraftgardenshow.com.au](http://www.gehamcraftgardenshow.com.au)

If you are interested in becoming a stallholder for 2018, please fill in an Expression of Interest form and submit this to the committee by **Friday 8<sup>th</sup> June 2017**. If you are successful in being selected for this year's event, a registration form will then be sent out to you which needs to be completed by **Friday 29<sup>th</sup> July 2017**. Please note stall sites are limited and availability is not confirmed until we receive the registration form plus payment.

If you have any questions, please message the committee via Facebook or email [gehamcraftgardenshow@gmail.com](mailto:gehamcraftgardenshow@gmail.com)

# GEHAM CRAFT & GARDEN SHOW SITE OPTIONS

There are 8 site options available for stallholders to select from. Each option will have a limited number of sites available. Sizes given are an approximation only. The yellow zone can be used but please keep in mind that customers need to be able to access the tables and fence behind your stall. Items placed in the yellow zone may be accidentally damaged, if breakable.

All indoor sites have a hessian covered fence panel at the rear of the site, which is suitable for hanging signs and products. Site holders will need to supply their own 'S' hooks to utilize these panels. The hire tables are approx. 1.8m x 0.7m and the pegboards are approx. 1.2m x 2m. All pegboards come with a hessian cover, but we do ask that you supply your own hooks. The Stallholder is required to provide a covering for the table and table frontage. Therefore, stock can be displayed on the back, top and front of the area.

Outdoor site options 6 and 7 will have a Gazebo covering however it should be kept in mind that stock in these areas are exposed to the elements and therefore could become wet if raining.

Please also note site fees are non-refundable.

