

OFFICE USE ONLY

Payment \$ _____

Receipt No. R _____

Site No: _____

ART IN THE PARK - ARTIST SITE BOOKING REQUEST FORM

Being held on **Sunday 24th February 2019**, 10am-4pm in the Government Gardens.
Please complete and return by 3pm, Friday 1st February 2019.

Your Contact Details:

Name: _____

Contact Number: _____

Email Address: _____

Postal Address: _____

Social Links (if applicable):

Facebook: _____

Instagram: _____

Website: _____

Other: _____

Art in the Park focuses on “hand-crafted” rather than “hand-assembled” goods/products, and no imported goods are allowed.

Artist sites at Art in the Park are available to:

- Local artists and arts groups
- New Zealand artists, makers and crafters

What is your art form? What materials do you use?

Will you be demonstrating your arts process on the day?

Site Booking Request:

See the attached map for site locations. All sites are approximately 3m by 3m. Sites 1-61 are allocated to artist sites, sites 62-81 are reserved for food/drink stalls. If your requested site is already booked, we will contact you to offer alternatives.

Requested Site #: _____

Total Cost (\$40 per site): _____

Please note we require payment for sites at the time of booking.

If you have not participated in Art in the Park before please contact our office to confirm your acceptance as a site holder before making your booking.

To book your site, please return this form with payment to:

The Rotorua Arts Village Trust
1240 Hinemaru St, Rotorua, 3010
office@artsvillage.org.nz

Or come in during our office opening hours, Monday to Friday 9.30am to 3.30pm, or Saturday 10am-2pm (Office closed 23rd December to 2nd January).

We accept payment via EFTPOS, Visa, Mastercard, Cheque and Cash (if paying by cash please bring exact change).

You can also pay via internet banking, our details are:

Kiwibank: 38 9016 0140025 00

Please include your name and "AIP" as a reference

Setting Up and Packing Down

Sites can be set up from 8am onwards and must be set up and ready by 10am at the latest. The event ends at 4pm and no earlier; sites must stay set up until this time, even if all stock is sold.

Cancellations:

Cancelled bookings up to and including February 1st 2019 will receive a 50% refund.

Any cancellations made after this date by the stall holder will not receive a refund.

If the event is cancelled due to adverse weather or other circumstances out of our control, due to costs already incurred unfortunately we will not be able to provide refunds.

Please note there is no postponement date for this event.

By signing, you declare that all of the information you have given is accurate, and you have read and understood the terms of participating in this event.

Sign: _____

Date: _____

Any Questions? 07 348 9008 // office@artsvillage.org.nz

1240 Hinemaru Street, Rotorua // www.artsvillage.org.nz

ART IN THE PARK - STALLHOLDER MAP

