

TEACHING OPPORTUNITIES

We believe teaching is the best way to turn show visitors into customers. For that reason we provide multiple ways exhibitors can teach and therefore enrich the experience of our visitors, at no additional charge.

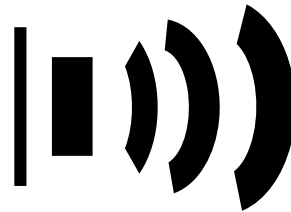
OFF SITE TEACHING OPTIONS

Craft Chats

This area is for demonstrations, displays, trunk shows, and talks. If the primary focus of the teacher's time is speaking with the visitors, this option is best.

Included:

Display area for during chat time
One trestle
15 chairs stadium style



Chats are to run 25 minutes, and begin on the half hour. The 5 minutes in between is for exhibitors to switch places and display materials before the next chat begins. If you are interested you may book back to back chats to extend your time to 50 minutes.

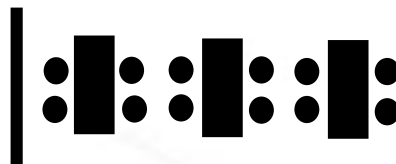
Craft Chats must be booked at least one month before the show starts.

Craft Classes

This area is for hands on learning. Students will expect to create and learn new techniques. They should walk away with a finished project, or a project close to completion for which they have learned all the skills to complete.

Included:

Display area for during class time
Three trestles
12 chairs positioned around tables



Classes are to run 45 minutes and begin on the hour. The 15 minutes in between is for exhibitors to switch places and display materials before the next class begins. If you are interested you may book back to back chats to extend your time to 1 hour and 45 minutes.

Craft Classes must be booked at least one month before the show starts.

ON SITE TEACHING OPTIONS

Make and Take Space

This area is adjacent to your existing site and is for hands on creating. Availability is limited and is for a 2.5x2m space. The space is available at 50% of standard site costs.

Included:

- 2.5x2m site
- One Trestle
- 6 chairs
- Power, if needed
- 1 additional exhibitor pass



Classes can run at specified times or continuously throughout each day. The area is to only be used for teaching, not selling. It is yours to decorate.

Make and Take Spaces must be booked at least one month before the show starts, and will be allocated depending on availability. The information on what is being taught with photos will be required then as well.

Make and Take Cost	
Show Level	Pricing
Level 1	\$192.50
Level 2	\$247.50
Level 3	\$275
Level 4	\$400
Level 5	\$487.50

TEACHING APPLICATION

Please fill out the following details and return with photos of the completed or corresponding project the visitors will be creating or learning about.

Business Name				Tutor Name					
Which Activity	<input type="checkbox"/> Craft Chat		<input type="checkbox"/> Craft Class		<input type="checkbox"/> Make and Take				
Which Show (one form per show)									
Title of Activity									
Brief Description									
Fee for Visitors	\$			Power Required			<input type="checkbox"/> Yes <input type="checkbox"/> No		
Experience Level Required	Beginner Intermediate+			Max # of Participants					
Preferred Times	11am	11:30am	12pm	12:30pm	1pm	1:30pm	2pm	2:30pm	3pm
Further Requirements									

I HAVE COMPLETED THE APPLICATION BY ALSO:

- Sending high res, high quality photos** so the Classes and Chats can be properly advertised.
 - Fully reading and agreeing to meet all conditions set out by CraftAlive in the **Exhibitor Information** and **Terms & Conditions**.
 - Returning the completed application form to info@craftalive.com.au.

Tips for successful Classes and Chats:

- The sooner the application form is returned, the better we can advertise it
- The better the photos we receive, the more interest the class will garner
- Letting your database know early and often you're running a Class or Chat greatly increases the likelihood of class success
- Use as a selling tool i.e. "each product in the class is available on the site"

TERMS AND CONDITIONS

1. All activities must be submitted to the organiser one month before the Event for advertising purposes.
2. All materials and work requirements for an activity must be disclosed to the organisers prior to the event. The CraftAlive organisers take no responsibility for activities being under resourced.
3. Once you have supplied all the relevant information, you will be forwarded back a schedule outlining your activity listing for the event. By agreeing to participate you are accepting to be fitted into allotted times as deemed suitable by the CraftAlive organisers.
4. If you have agreed to be involved in specific external advertising with CraftAlive you must supply **photos**, name, address, contact numbers, email, and website addresses to organisers. You understand these may be forwarded on to editors for advertising purposes only. We will only do this with your permission.
5. Information regarding your activity may be displayed on the CraftAlive Website, Facebook page or other social media. By participating, you are agreeing to have your business information displayed and advertised in the public domain.
6. Craft Classes are restricted to the allocated timeslots of forty five minutes unless otherwise agreed upon. Craft Chats are restricted to twenty five minutes unless otherwise agreed upon. This is essential to ensure the public can move in and out of sessions in a timely and orderly manner.
7. Any changes to the application must be made one month before the event. After this point promotional materials have already gone to print.
8. The space you have been allocated to complete the activity is non-negotiable, you have been given the opportunity to define your requirements for workspace, which the organiser will make every effort to meet, but is not bound to comply with.
9. CraftAlive reserves the right to accept or reject an activity application and shall not be required to provide any reasons for such refusal and is deemed to be the sole arbiter in any decisions made in this respect. When accepted by the organiser, the activity application becomes a binding contract between the applicant and the organiser. The applicant is hereby bound by these conditions outlined in the procedures and guidelines for running a Workshop.
10. CraftAlive spends considerable time and money organising the classes and chats. The better the information and photos that are supplied, the better the outcome of the learning opportunities. The organisers depend on the exhibitors to provide the highest quality possible in order for good outcomes to occur.