

# MOSELEY ARTS MARKET

Moseley Arts Market was established to provide opportunity to people living locally and working in the creative industries. In particular, it exists to support local Designer/Makers, Artists and Artisans who produce their own work and have few other outlets for it. The Market is held from 9am to 3pm on the 4<sup>th</sup> Saturday of the month, March to December (excluding June which is the Moseley Festival Street Fair) and coincides with the Farmers Market. In addition to supporting local creatives the aim is to offer quality and diversity to our visitors and strict selection criteria exist to maintain this.

In 2009 we will supply 15 x 10ft by 4ft stalls on the opposite side of the road from the Farmers Market on the fourth Saturday of months March to December excluding June (Moseley Festival Street Fair). Whole stalls (10ft x 4ft) are offered at £35 or half stalls (5ft x 4ft) at £18.

## Selection Criteria

To be accepted onto our Casual Trader List we will consider the following factors;

- **Your location:** We aim to accommodate artists from Moseley where possible though guest artists based in surrounding areas will be considered should their work be under represented or of considerable quality and interest.
- **Suitability of your work:** Priority is given to professional or semi professional designer makers creating items from raw materials. This will include (as example only) artists and photographers creating original pieces of art and related prints, metal workers (including silversmiths) forming jewellery, home accessories and sculptures from unshaped metal, textile artists creating their own fabrics (including weavers, knitters, spinners and feltmakers etc), potters throwing clay, and woodworker turning or carving blocks of wood. Provided that materials are of a high quality and considerable knowledge and expertise is demonstrated we will also consider; jewellers who assemble beads, gems, chains, threads etc; Textile artists designing and sewing accessories, toys etc; makers of original cards. **No bought in or imported crafts are traded at Moseley Arts Market and commission based agents are not accepted.**
- **Prices:** It is expected that products are priced confidently and that both time and materials are accounted for even if either come at no cost to you and any deliberate under cutting of existing traders will not be tolerated.
- **Your existing opportunities:** Priority will be given to those it is believed will benefit the most from the opportunity.
- **Public Liability Insurance:** Your application will only be considered if you provide evidence that you are insured for third party public liability to the value of £2000,000 min.

**Selection is at the discretion of the Market Coordinator who reserves the right to draw on previous unrelated experience or knowledge of a trader or undisclosed information when considering applications.**

## **How the market works**

Demand is extremely high to trade at Moseley Arts Market and successful application does not guarantee a place immediately or regularly.

### **Enquiries**

- Enquiries should be received by email to [moseleyartsmarket@hotmail.co.uk](mailto:moseleyartsmarket@hotmail.co.uk)
- Enquiries received between January and June will be replied to with an application form to join that year's Casual Trader List.
- Enquiries received after June will be responded to with an application form to join the following year's Casual Trader List.

### **Getting Started**

- Once accepted as a suitable trader you will be allowed to book one date, which may not be in the immediate future.
- You will be added to the new traders email group and be kept up to date with market news and details of other opportunities.
- At the end of your first trading day the Market Coordinator will discuss your experience and success and ask whether you would like to return. If so, you will be added to the waiting list for the following month and you will be allowed to book your next definite date, which again may not be in the immediate future.
- It should be noted that Moseley Arts Market runs for most of the year and applications to only trade during the lucrative Christmas period (September to December) will not be well received.

### **Waiting Lists**

- A waiting list is created for each month should any cancellation spaces become available.
- If a space becomes available with good notice the Market Coordinator will contact traders on the waiting list in turn until the space is filled.
- If the existing waiting list is exhausted or if the space becomes available at short notice the Market Coordinator will send out a group email advertising the opportunity which is offered on a first come first served basis.

### **Becoming a Regular**

During each season it is possible that a number of regular traders decide that it is time to stop trading regularly at Moseley Arts Markets due to returning to full time work, relocation, exhausting the market or moving on to other things and this is the only way opportunities are created for other traders to start trading more regularly. The Market Coordinator will consider reliability and interaction with other traders to decide who would be suitable replacements as regulars and in the next season those traders may be offered monthly spaces.

The market is coordinated by Jamie Lewis, a regular trader for over 3 years, voluntarily and unpaid and as such communication is via group or direct email rather than individual personal phone call - so check your email regularly for updates, opportunities, news etc. For further information please contact Jamie on [moseleyartsmarket@hotmail.co.uk](mailto:moseleyartsmarket@hotmail.co.uk).



## Trader Application Form

Please complete this form and return to [moseleyartsmarket@hotmail.co.uk](mailto:moseleyartsmarket@hotmail.co.uk) or Moseley Community Development Trust to Moseley CDT, Post office Building, 149 – 143 Alcester Road, Moseley, B13 8JP

Name:

Trading name:

Email:

Website/links to images:

Tel:

Postal address:

Description of your work and how it is made:

Your level of involvement in production:

Public Liability Insurance (min £2000,000) is required to trade at the Arts Market

PLI Start Date:

Expiry Date:

Public Liability Provider:

I have read and agree to the Selection Criteria and Terms and Conditions and wish to be included in the accepted traders list for 2009.

Signed.....Date.....

## **Terms and Conditions:**

### **Trading**

You may only trade in products described above, which have been made by yourself.

Your stall should be attractively presented, at the very least the wooden board should be covered with a sheet.

Trading will be from 9am until 3pm and you should arrive in plenty of time to set up.

Should you be delayed, we will hold your space until 9:30 am after which we will ask neighbouring traders to fill the space at no cost to them.

You are responsible for taking payment for your goods, and manning your stall and Moseley CDT cannot be responsible for any damage or losses you incur.

The stalls are covered for public liability but anything that happens between you, a third party and your products is not. You must be covered by public liability insurance at each market you trade at. It is your responsibility to maintain this and no liability will be accepted by Moseley CDT. (If you plan to trade regularly at a market then join the National Market Traders Federation, which includes insurance and is recognised by all market operators)

Products must be priced to reflect the quality and skill required to create them and not to deliberately undercut other traders.

### **Payments**

**Payment for each market must be received by the 1<sup>st</sup> of the month you are booked to trade.** ie a stall on the 4<sup>th</sup> Saturday of August must be paid for by 1<sup>st</sup> August. P.

Unfortunately, once you have paid we will only be able to refund your rent if we can find somebody else to take your space. Please let the Market Coordinator know by email as soon as you know you need to cancel a booking and efforts will be made to fill your space. We will not fill spaces with any trader not already on our trader list so please do not offer your space to a friend.

We cannot refund due to poor weather on the day.

We can only refund payments should any situation arise whereby the stall suppliers are obliged to refund Moseley CDT.

### **Market Coordination**

Moseley CDT and the Market Coordinator will enforce selection criteria to maintain a high standard of work.

The Market Coordinator will ensure all stalls are booked and paid for 1 month prior to market date and that no direct competition is allocated a space on your block of stalls unless it would mean Moseley CDT would incur any losses. This may involve moving traders from their usual space.

The Market Coordinator will attempt to fill your cancelled spaces via the existing waiting list or group emails depending on the urgency but does not guarantee that a replacement will be found. After 9am on market day the Market Coordinator's priority is his own stall.

The Market Coordinator reserves the right to act for the benefit of the market as a whole before the benefit of individual traders and decisions are final.

Market Coordination is voluntary and unpaid and all traders will appreciate that without it the market would not exist.