

Hiyya and Welcome on board!

CT Markets are also known as Crafternoon Tea Markets

We know you're all busy preparing for the upcoming CT Markets. We thought it would be handy to include a few handy tips to make things easier on the day!

Venue address: [400 New North Road, Kingsland](#)

Your space will be shown to you on arrival

The **CASH OUT STATION** is located in the entrance way

As part of the agreement of being accepted to the market, we require everyone to do their part in spreading the word.

Remember all of our networks combined is one HUGE network!

- SHARE the attached poster/s on your Social Media (Facebook/ Instagram/ Website/ Online Shop/Email blasts & newsletters)
- TAG [@CTMarkets](#) in all your social media posts so we can find your posts. We will be sharing your posts on our [Facebook](#) page and [Instagram](#) page.
- Use the [#CTMarkets](#) on all posts about our market and posts leading up the market so we can find your posts easier and share them.
- RSVP to CT Markets event on our [Facebook page](#)
- ADD the event on your Facebook page
- Join our stall holder only [Facebook group](#) and start promoting each other!!!
- Collaborative market suggestion. Like and comment on each other's posts and share some other vendors posts. YOUR network already knows that they like your work, invite them down to check out some other unique handmade goodies by showing them what will be on offer. If we all do this, we ALL benefit.

Combined, our networks are super strong and very large!

Parking

There is NO parking on site for stall holders, you will be able to park out the front of the building for unloading but then move your car somewhere else. There is a small paid car park just down the road or there is free parking in the adjoining streets.

NO PARKING behind the hall as they belong to Atomic Cafe and you will be towed.

Setup

- Set up is [from 8am](#) onward, we appreciate you [not showing up any earlier](#), as we will still be setting up the hall.
- The market will be running from [10am - 2pm](#) (no pack up before this time please) and be aware that we need to be out of the hall by 3pm.
- Please have your table set up by 9.30, we reserve the right to allocate your space to another vendor beyond this time.
- Do not pack up before 2pm, doing so will guarantee that you won't be invited back.
- Please ensure your area has been packed up and nothing has been left behind. There is a rubbish bin outside the hall if you need to use it. Rubbish left behind will incur a rubbish removal fee added to your invoice next time.

Display

- You must have a tablecloth, this is to keep our standards high for our customers. This needs to cover the front of your table so we cannot see your feet and stock.
- Please ensure your tablecloth is tucked away at the bottom so as to avoid being a trip hazard.
- We pride ourselves on a high standard of goods that are displayed beautifully.

Kitchen

If the kitchen is occupied by a stall please be respectful if you need to use the hot water or microwave, access will be limited as this is part of their stall space.

With the abundance of events happening every weekend, it's all about building excitement around the market experience, encouraging people to want to spend their precious free time and hard earned money with us. We do this by working together on our marketing campaigns.

Your hosts are Fi and Korin Leaning, we appreciate your involvement and look forward to meeting you on Saturday!

If you have any questions please contact me via [email](#).

Text me if you have a problem on the day, 021 669 296 Only phone me in an emergency. My preferred method of contact is via email.