



Time to plan and register for the 2023 Arts trail.

Dates

April 7-23 2023

Cost Venue \$65

Includes-

Venue information on brochure

Venue detail on website

Marketing via social media by Otway Marketing

Individual \$25

Individual listing on website

Social media post

Thanks to our sponsors Acciona and Colac Otway Shire

Dates

School Holidays: 7th April- 23rd April 2023

Easter weekend 1: Friday 7th April- Monday April 10th

Weekend 2: 16 & 17th April

Entry forms due 31th January 2023



Name		Office use
Venue Address		
Email		
Phone		
Bank deposit made	<p>Venue \$65 Individual \$25</p> <p>I have paid via EFT Account Name: Creative Otways BSB: 033217 Account No: 375672 Payment made using "your name" Art trail as the reference</p> <p>Yes</p>	
<input type="checkbox"/> I have attached photos which can be used for promotional purposes. <input type="checkbox"/> I have read and agree to terms & conditions <input type="checkbox"/> I have attached details of insurance & COVID safe plan <input type="checkbox"/> I have attached an Artist Statement for the website		
Venue details		
Name		
Address of venue		
Opening hours		
Dates open	<p>Easter only 7-10th April Weekend only 16th 17th April Both weekends Every day 7th-23rd April Other please state exact dates</p>	
Signature & date		



INFORMATION FOR PARTICIPANTS:

Please read these guidelines and apply as relevant:

Above all have FUN!

VENUES • Comply with COVID regulations

- Always have a companion with you during your open hours and have water and food for yourselves
- Tell your neighbours what is happening. Invite them. Tell everyone, post on social media
- Do not leave valuables unattended
- Tidy personal possessions away out of sight
- Keep cash secure
- Lock or block access to private areas
- You love your pets but your visitors may not! Please keep all animals secure and away from public areas
 - Inform your insurer in good time
- You must make a formal risk assessment before the trail starts. List dangers, photograph them, take notes and remedy the situation. This shows you are not negligent. An assessment may include giving thought to potential hazards on your property, especially for children and those with limited mobility, eg. steps, pools etc.
- Studios & workshops have hazards. Remove sharp or dangerous implements and poisonous substances to a safe place
 - Warn people of steep steps, low beams and passing traffic. Put up temporary signs.
 - Display a clearly visible warning that public enter at their own risk
 - Provide a copy of your certificate of currency for public liability \$10million – 20 million
 - We will provide signage and red flags to indicate you are open and promote you via our Facebook page: Colac Otway Arts Trail as you register. Please send Jpegs to showcase your work
 - Once registered as a venue, you will receive Creative Arts membership, promotion via the Arts Trail on the Colac Otway Shire Events page, OCR & Mix FM, social media, website and inclusion in the Arts Trail brochure

To register an arts trail venue you will need public liability cover of \$10-20 million. Check with your insurance company that you are covered or investigate other options online, Nava or phone: 02 93681900; Regional arts Victoria, or ourcommunity.com.au- community groups.

** SHARED SPACES, POP-UPS AND GROUPS

If you do not have insurance or a venue appropriate for public access, consider joining one of our pop up galleries or shared spaces. We can put you in touch with an organiser near you who will contact you with the requirements of their venue.

All artists in shared spaces are required to have a Creative Otways membership, which provides you with advertising on our Facebook page and website.

NOTE: In the event of emergency or extreme weather the Arts Trail will be publicised as cancelled

CONTACT US Email: colacotwayartstrail@gmail.com

Web: www.colacotwayartstrail.com

Colac Otway Arts Trail in partnership with Creative Otways